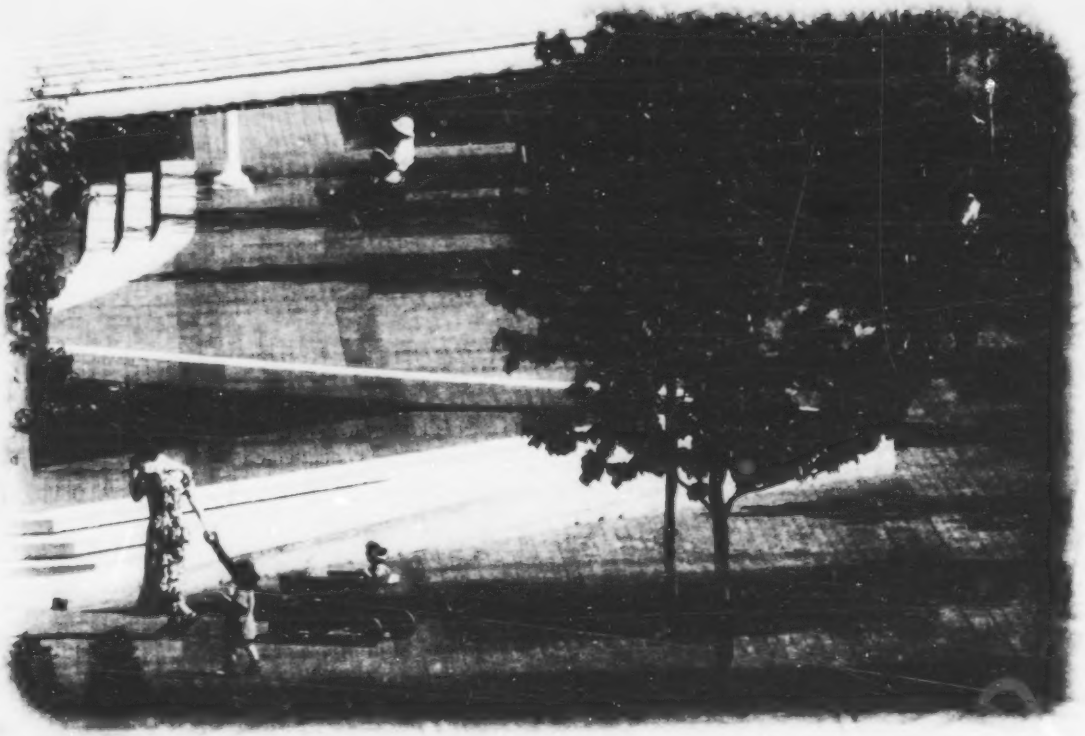
Prince Edward Island
CANADA

Community Services
and Attorney General



ANNUAL REPORT

1999 - 2000

101-04761/

Prince Edward Island
Department of Community Services and Attorney General

Annual Report

For the Fiscal Year
April 1, 1999, to March 31, 2000

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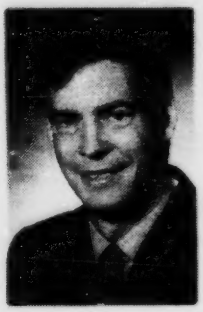
Message of the Ministers

The Honourable Gilbert Clements
Lieutenant Governor
Province of Prince Edward Island

May it Please Your Honour:

We have the honour to submit herewith the Annual Report of the Department of Community Services and Attorney General for the fiscal year ended March 31, 2000.

Respectfully submitted,



Gail A. Shea
Minister
Community and Cultural Affairs

Jeffrey E. Lantz
Attorney General

Message of the Deputy Minister

Honourable Ministers
Department of Community and Cultural Affairs
and
Office of the Attorney General
Province of Prince Edward Island

Dear Sir and Madame:

It is my pleasure and honour to submit to you the annual report of the Department of Community Services and Attorney General for the fiscal year ended March 31, 2000.

Respectfully submitted,

Ronald H. MacMillan, Q.C.
Deputy Minister
Community and Cultural Affairs
and
Deputy Attorney General

Executive Summary

The Department of Community Services and Attorney General exists to:

> *"... provide education services, regulatory support and to work in partnership with communities, industries, groups and individuals to assist them in developing their capacity to achieve a safe and effectively functioning community and economy. The department is also responsible for ensuring the fair and impartial administration of justice in the province of Prince Edward Island in accordance with democratic principles in a fair and just society."*

The department operates under a unified departmental mission and strategy. Its objectives are to maximize the impact and quality of departmental services, with corresponding improvements in the efficiency and cost-effectiveness of services being delivered. Those objectives remained at the forefront during the period of time covered in this report.

The Minister's Office

This office serves as the chief executive office for the minister and deputy minister in all departmental operations and communications.

Community and Correctional Services Division

The Community and Correctional Services Division is an essential part of the criminal justice system in protecting the public and contributes to the rehabilitation of youth and adult offenders by providing community and custody programs. The division provides support services to the courts and victims of crime. It also contributes to new initiatives involving victim issues, crime prevention, public education, research, policy and program development.

Consumer, Corporate and Insurance Services Division

The division registers and incorporates business enterprises, co-operatives and non-profit organizations, and registers all out-of-province companies carrying on business in the province. It regulates selected business enterprises such as insurance companies, securities issuers, real estate firms, credit unions and other financial institutions.

The division administers the Gun Control Program and the Orderly Payment of Debt Programs. All bingos, raffles and the like are licensed under the Lottery Schemes Order. Consumers are provided with information and assistance in dealing with problems encountered in the marketplace. The Public Trustee provides protection and assistance to mentally incompetent persons by looking after their financial and other needs.

Crown Attorneys' Division

The Crown Attorneys' Office is mandated to represent the Attorney General of the province in all aspects of his prosecutorial function. The Crown Attorneys' Office prosecutes offences under the *Criminal Code of Canada*, the *Young Offenders Act* and provincial statutes in the Provincial, Supreme and Appeal Courts of Prince Edward Island and in the Supreme Court of Canada. It also provides legal advice on criminal law to government ministries and the police, and develops policies and procedures on issues relating to the prosecution of criminal cases.

Labour and Industrial Relations Division

The mandate of the division is to promote an environment of industrial peace and harmony by ensuring uninterrupted production of goods and services.

During the period April 1, 1999, to March 31, 2000, the Prince Edward Island labour force averaged 74,000. A total of 14,200 persons were unionized as of March 2000.

Labour Canada quotes major collective bargaining settlements reached in 1999, provided base rate wage adjustments averaging 2.2 per cent annually over the contract term, and increased from 1.6 per cent in 1998. Wage adjustments averaged 2 per cent for public sector, an increase from 1.6 per cent in 1998, and 2.6 per cent for private sector, an increase from 1.8 per cent in 1998.

Statistics Canada shows Prince Edward Island average weekly earning industrial aggregate for March 2000, as $494.87 compared to $485.81 in March 1999. This represents an increase of 1.9 per cent.

Legal and Judicial Services Division

This section is responsible for the operation and maintenance of the administrative structure that serves all of the courts in Prince Edward Island.

During the 1999-2000 fiscal year, staff of the section worked with an objective that made the most effective and appropriate use of personnel and other resources to provide and manage comprehensive court services programs across the province. Staff were deployed in court clerk and registrar services to the court, maintenance enforcement, court stenography, prothonotary work and general clerical services.

Planning and Inspection Services Division

The division operates for the continued protection of public health and safety and the environment in the areas of boilers and pressure vessels, plumbing, propane, electrical and elevator, fire, emergency measures and sewage disposal.

The division also worked to educate and advise municipalities regarding their respective municipal responsibilities. Through land-use planning, it undertook to ensure sustainable development of the land base of the province. This entailed approval of subdivisions, issuance of building permits and approval of road access in those areas not governed by municipalities.

Policy and Administration Division

The Policy and Administration Division provides general management of the overall policy development and administrative function within the department. Division staff attend to the department's accounting and other financial needs, develop and maintain the hardware and software of the department's computer system, carry out the department's personnel transactions and manage various specialized programs and projects as the need arises.

Sir Louis Henry Davies Law Courts Building

Sommaire

Le ministère des Services communautaires et du procureur général a pour mandat :

> *« ... de fournir des services d'information et de soutien en matière de réglementation et de travailler en collaboration avec les communautés, les industries, les groupes et les particuliers afin de les aider à développer leur capacité de bâtir une économie et une collectivité solides et efficaces. En outre, le Ministère veille à l'administration juste et impartiale de la justice à l'Île-du-Prince-Édouard en conformité avec les principes démocratiques d'une société juste et équitable ».*

Le ministère fonctionne selon une mission et une stratégie ministérielles unifiées. Ses objectifs sont de maximiser l'impact et la qualité des services ministériels, tout en améliorant l'efficacité et la rentabilité des services offerts. Ces objectifs sont au premier plan de la période couverte par ce rapport.

Le Cabinet du ministre

Le Cabinet du ministre est le bureau principal du ministre et du sous-ministre pour toutes les activités et communications du Ministère.

La Division des services communautaires et correctionnels

La Division des services communautaires et correctionnels joue un rôle essentiel au sein du système de justice pénale en protégeant le public et en contribuant à la réadaptation des jeunes contrevenants ainsi que des délinquants adultes au moyen de programmes communautaires et de programmes sous garde. La Division offre des services de soutien aux tribunaux et aux victimes d'actes criminels. Elle contribue également aux nouvelles initiatives pour les victimes, à la prévention du crime, à la sensibilisation du public, à la recherche ainsi qu'à l'élaboration de politiques et de programmes.

La Division de la consommation, des corporations et des assurances

La Division enregistre et constitue en corporation les entreprises, les coopératives ainsi que les organismes sans but lucratif de même que toutes les entreprises de l'extérieur de la province ayant des activités à l'Île-du-Prince-Édouard. Elle assure la réglementation de certaines entreprises telles que les compagnies d'assurance, les émetteurs de valeurs mobilières, les sociétés immobilières, les coopératives de crédit et d'autres établissements financiers.

La Division administre le programme de contrôle des armes à feu et les programmes sur le paiement méthodique des dettes. Elle administre les permis pour l'organisation des bingos, des tirages et autres activités du genre régies par le décret sur les systèmes de loterie. La Division fournit des renseignements et une aide aux consommateurs aux prises avec des problèmes du marché. Le curateur public assure la protection des personnes frappées d'incapacité mentale en s'occupant de leurs besoins financiers et autres.

La Division des procureurs de la Couronne

Le bureau des procureurs de la Couronne représente le procureur général de la province dans tous les aspects de ses responsabilités au titre des poursuites. Le bureau des procureurs de la Couronne intente des poursuites relativement à une infraction en vertu du *Code criminel du Canada*, de la *Loi sur les jeunes contrevenants* et des lois provinciales devant les cours provinciales, la cour suprême et les cours d'appel de l'Île-du-Prince-Édouard ainsi que la Cour suprême du Canada. Il fournit également des conseils juridiques relatifs au droit criminel aux ministères gouvernementaux et à la police et élabore des politiques et procédures sur les questions liées aux cas de poursuites au criminel.

La Division des relations de travail et des relations industrielles

La Division a pour mandat de promouvoir un environnement industriel pacifique et harmonieux en veillant à la production ininterrompue des biens et services.

Pour la période du 1er avril 1999 au 31 mars 2000, la population active de l'Île-du-Prince-Édouard a atteint une moyenne de 74 000 travailleurs. En mars 2000, 14 200 personnes étaient syndiquées.

Le ministère du Travail du Canada a fait état des principales conventions collectives négociées en 1999 et a prévu des rajustements annuels du taux de base de 2,2 %, en moyenne, pour la durée des conventions, ce qui représente une hausse par rapport à 1,6 % en 1998. Les rajustements salariaux s'établissent en moyenne à 2 % pour le secteur public, par rapport à 1,6 % en 1998, et à 2,6 % pour le secteur privé, par rapport à 1,8 % en 1998.

Selon Statistique Canada, la rémunération hebdomadaire moyenne pour l'ensemble des activités économiques était de 494,87 $, en mars 2000, par comparaison à 485,81 $ en mars 1999. Cela représente une hausse de 1,9 %.

La Division des services juridiques et judiciaires

Cette division s'occupe de la gestion et du maintien de la structure administrative de toutes les cours de l'Île-du-Prince-Édouard.

Au cours de l'exercice 1999-2000, la Division a fait l'utilisation la plus efficace et appropriée possible des ressources et du personnel afin d'offrir et de gérer des programmes de services aux tribunaux. Du personnel a été prévu pour assurer les services de greffier et de registraire de la cour, l'application des pensions alimentaires et d'autres ordonnances, le travail de sténographe judiciaire et de protonotaire et les services de bureau en général.

La Division des services de planification et d'inspection

La Division veille à la protection continue de la santé et de la sécurité publiques ainsi que de l'environnement dans les domaines des chaudières et appareils à pression, de la plomberie, du propane, de l'électricité et des ascenseurs, des incendies, des mesures d'urgence et de l'évacuation des eaux usées.

La Division fait également un travail de sensibilisation auprès des municipalités afin de les informer de leurs responsabilités municipales respectives. Dans le cadre de la planification de l'utilisation des terres, elle veille au développement durable des terres de la province. Cela comprend l'approbation des lotissements, la délivrance des permis de construire et l'approbation des chemins d'accès dans les régions non régies par les municipalités.

La Division des politiques et de l'administration

La Division des politiques et de l'administration assure la gestion globale de la fonction administrative et de l'élaboration des politiques au sein du Ministère. Le personnel de la Division s'occupe de la comptabilité et des autres besoins financiers du Ministère, développe et maintient les logiciels et le matériel du système informatique du Ministère, s'occupe du mouvement du personnel et gère divers programmes et projets spécialisés, selon le besoin.

Palais de justice Sir Louis Henry Davies

Departmental Structure

Following is a summary description of the main functions within each office and division. The department's organizational chart is attached as Schedule 3.

Minister's Office:
Serves as the chief executive office for the minister and deputy minister of the department.

Community and Correctional Services Division:
Enhances public safety by providing institutional facilities as well as rehabilitative and reintegrative programming to adult and youth offenders.

Consumer, Corporate and Insurance Division:
Provides services in registration, licensing, regulation and information in the corporate and private sector.

Crown Attorneys' Division:
Represents the Attorney General and deals with all offences under the Criminal Code and provincial statutes.

Labour and Industrial Relations Division:
Deals with management – labour and employment issues.

Legal and Judicial Services Division:
Maintains the administrative structure for court services and public legal aid and provides legal services to government.

Planning and Inspection Services Division:
Develops land use planning policy, provides licenses, permits and registrations for building and development, and implements government's safety standards and programs.

Policy and Administration Division:
administers the department's personnel and financial affairs, develops policy initiatives and manages specialized programs.

Community and Correctional Services Division

Director: John R. Picketts

The Community and Correctional Services Division is an essential part of the criminal justice system mandated to protect the public and contribute to the rehabilitation of youth and adult offenders by providing community and custody programs. The division provides support services to the courts and victims of crime. It also contributes to new initiatives involving victim issues, crime prevention, public education, research, policy and program development. The division contains: Victim Services, Community Services and Correctional Services.

Areas for emphasis and long-term strategic planning over the next three years include: organizational development, human resource planning, policy review and preparation for legislative change (i.e., *Youth Criminal Justice Act*), forecasting long-term capital needs/expenditures, changing client profiles and program needs.

Correctional Services Section

Correctional Services is comprised of five institutions: two adult facilities (Provincial Correctional Centre, Prince County Correctional Centre), and three youth facilities (Tyne Valley Youth Centre, Georgetown Youth Centre and PEI Youth Centre, Summerside).

The primary functions are: sentence administration, remand, lock up, court support, and open and secure custody. The combined bed capacity is 166.

Internal programs include: academic, workshop, addictions, life skills, employment preparation, anger management, community service, family awareness programs and recreation.

All facilities are available to the community for meetings, recreation, training and educational tours.

Section Summary

Client demand remained relatively constant throughout the fiscal year; however, client needs and risk management continue to require close monitoring on an individual basis.

Human resource initiatives saw the completion of the Organizational Survey, as well as, a Human Resource Analysis which is currently being finalized. In conjunction with this, client profiles were researched to determine if programs are meeting client needs. Outstanding challenges for 2000-2001 include policy/program development, strategic planning, projected costing of required capital expenditures in adult facilities and human resource planning.

Adult Custody Programs

General Overview

The number of inmates processed for transfer to a federal institution was 17 – all males – sentenced by PEI Courts. Seven male and two female federal parole violators were returned to a federal institution for breach of parole.

The per diem billing rate under the Exchange of Service Agreement with Correctional Services Canada for the transfer of inmates was $149.21 per day for the 1999-2000 fiscal year.

Highlights and Initiatives (Adult)

1. Client Profile Study completed.
2. Family Awareness Program initiated.
3. Provincial Correctional Centre celebrated its 20th Anniversary in May attended by more than 150 staff, family members and general public.
4. Housing, staffing and programming issues for female inmates remains a challenge within correctional centres.
5. Staff attended the Peace Officer Memorial Service in Ottawa, co-sponsored by the department and the Union of Public Sector Employees.
6. A program committee was established to review existing programs.
7. A Drug Interdiction Committee was established.

8. Community service projects completed by inmates and supervised by Provincial Correctional Centre staff include:
   - Rocky Point Community Centre
   - St. Joseph's Church
   - Hampton United Church
   - Gencheff Children's Camp
   - Boys & Girls Club.

9. There is an ongoing need for predictable and increased correctional psychiatric and mental health support for adult offenders.

Table 1
Provincial Correctional Centre
Statistics for April 1, 1999 to March 31, 2000

	Admissions	Inmate Days
Sentenced		
Male	384	14,724
Female	50	1,113
Total Sentenced	434	15,837
Remand		
Male	117	2,956
Female	20	601
Total Remand	137	3,557
Total Sentenced and Remand	571	19,394
Lockup		
Adults - Male	864	989
Female	76	95
Total Adults	940	1,084
Young Offenders		
Male	57	57
Female	8	8
Total Young Offenders	65	65
Total Lockup	1,005	1,149
Total Admissions	1,576	
Total Inmate Days	2,010	20,543

Table 2
Prince County Correctional Centre
Statistics for April 1, 1999 to March 31, 2000

	Admissions	Inmate Days
Sentenced		
Male	213	4,591
Female	0	0
Total Sentenced	213	4,591
Remand		
Male	54	817
Female	0	0
Total Remand	54	817
Total Sentenced and Remand	267	5,408
Lockup		
Male	550	550
Female	29	29
Total Lockup	579	579
Grand Totals	846	5,983

Table 3 Young Offender Custody Programs Statistics for April 1, 1999 - March 31, 2000			
	Secure	Georgetown Open	Tyne Valley Open
Admissions			
Sentenced	72	41	20
Remand	105		
Temporary Detention	73		
Place of Safety	13		
Total Admissions	263	41	20
Resident Days			
Secure	5,061		
Georgetown	2,075		
Tyne Valley	772		
Total Resident Days	7,908		

Young Offender Custody Programs

Highlights

- Education Audit
- First Annual Conference Child and Youth Care Association
- Participation in school-based Multi-agency Support Teams
- Core training for field staff
- Computerized inventory of fixed and retractable assets
- Ongoing Community Service Work projects, stream enhancements
- Y2K management/response planning
- Policy Review
- Orientation Manual developed for new employees

Special Events

- Family Christmas dinners
- School closings
- 10-year anniversary/Open House Georgetown Youth Centre
- Community use of centres by youth groups, seniors clubs, pastoral care and recreation.

The largest challenge facing Young Offender Programs is the proposed *Youth Criminal Justice Act*. Once proclaimed, a variety of new obligations for service and sentence administration will be placed upon the province. Service delivery models, program resource allocations and organizational structures will be significantly affected. The division must begin long-term strategic planning consistent with legislative change, federal policy objectives and revised federal/provincial cost-sharing agreements early in the next year. Full implementation and reconfiguring of services is anticipated to take three to five years.

Community Services Section

General Overview

The Community Services Section of the division is responsible for the planning, administration and delivery of the following community-based correctional programs and services:

- Probation Services (Adult and Young Offenders);
- Family Court Services;
- PEI Community Justice Resource Centre; and,
- the Alternative Residential Placement/Community Youth Worker Program.

As well, the section supports interagency initiatives and partnerships in early intervention, program development, crime prevention and/or community justice and restorative justice initiatives. Community Services personnel support/assist in public education efforts on justice and community corrections matters.

There are currently 29.5 permanent, full-time Community Services staff working in offices situated across the province. These staff are involved in direct service delivery, administrative support and/or program management/ coordination. Staff resources are augmented by administrative support staff of other departments (Regional Services Centre locations) and in program delivery by other provincial staff resources (i.e., other parts of the division, Department of Education, Mental Health, Child and Family Services), as well as by volunteers, student placements and project staff who are welcomed and engaged on an ongoing basis.

Community Services, on behalf of the division, provided leadership and support to four special project initiatives that were cost shared with the Federal Department of Justice. These projects allowed for research into several important areas of youth justice, including: alternative measures, community justice forums, remands, breaches of probation, identifying training requirements related to the proposed *Youth Criminal Justice Act* and researching risk/need assessment tools/instruments. Sectional staff were also instrumental in leading the development of the Building on Capacities project proposal which was successful in securing federal funding for a three-year crime prevention demonstration initiative in Kings County.

Probation Services

Probation Services deliver the following province-wide, community-based correctional programs and support services to clients and the adult criminal and youth courts:

- case management and supervision of youth and adult probation orders;
- investigation and preparation of pre-sentence, predisposition and progress reports as requested by the courts; the development and management of Alternative Measures Contracts for youth and adult cases referred through Crown Counsel;
- supervision and management of adult Conditional Sentence Orders/Cases;
- processing and management of adult and youth cases under the provincial Fine Option Program; and
- ensuring appropriate action and follow-up in cases of default or noncompliance with Court Orders and Alternative Measures agreements.

Probation officers utilize a psycho social clinical assessment process to assess client needs and risk levels in order to recommend, determine and implement appropriate supervision, intervention and case management strategies. Clients are referred to a variety of community-based services, including individual or group treatment/ education programs depending on assessed needs and specific requirements of the case (i.e., court orders). Such programs can include: alcohol and/or drug treatment (or education) programs; mental health services; anger management programs; life skills and employment preparation programs; parenting programs; the Turning Point Program; the Sexual Deviancy Assessment and Treatment Program, and a variety of other programs or services which address criminogenic issues, presenting problems and support the needs of a particular client, and the conditions/ requirements of his/her sentence or disposition.

Probation staff participate in or support a number of community-based initiatives or approaches (i.e., joint case management, program development, community development, interagency committees, resolution of service delivery issues) at the individual case, program and systems levels.

As of March 31, 2000, there were a total of 1,047 active cases under the supervision of Probation Services across PEI – 788 adult cases (75 per cent of all cases), and 259 young offender cases (25 per cent of all cases). A total of 318 court reports, 245 pre-sentence reports (66 per cent of all reports) and 127 predisposition reports (34 per cent of all reports) were completed and submitted to the courts across the province during the past fiscal year. Please refer to Table 4 and Table 5 for a summary of program statistics for Probation Services for the fiscal year 1999-2000.

Table 4
Probation Services
Caseloads/Workloads – Adult Offenders
Fiscal Year April 1,1999 – March 31, 2000

	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total
Cases Under Supervision (note – end of quarter)	734	734	700	788	Average caseload per quarter – 739
New Cases Opened	133	147	169	143	592
Court Reports (presentations)	59	59	55	72	245
New Charges (breaches)	40	35	24	24	123
New Alternative Measures Opened (adults)	25	21	22	27	95
Conditional Sentences Under supervision (note – end of quarter)	17	13	16	17	Average 16 CSO per quarter
New Conditional Sentences Opened (note – during the quarter)	15	10	11	14	50

Table 5 Probation Services Caseloads/Workloads – Young Offenders Fiscal Year April 1, 1999 – March 31, 2000					
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total
Cases Under Supervision (note – end of quarter)	239	216	201	259	Average caseload per quarter – 229
New Cases Opened	38	44	50	29	161
Court Reports (presentations)	36	34	20	37	127
New Charges (breaches)	19	22	15	25	81
New Alternative Measures Opened (young offenders)	29	27	33	51	140

Highlights and Initiatives

1. There has been a notable increase in the number of Conditional Sentence Orders under the supervision of Probation Services, particularly in eastern PEI (Charlottetown area and Kings County). On average there were 16 such cases per day under the daily supervision of Probation Services this year compared to nine cases per day last year.
2. Adult and young offender caseloads have shown a decrease this past fiscal year when compared to those of 1998-1999. Over the past fiscal year, there was an average of 739 adult cases under the supervision of Probation Services in any given quarter compared to 843 cases during the preceding fiscal year. There was an average of 229 youth cases in any given quarter compared to 253 cases the previous year. The overall decrease in youth and adult caseloads is offset by the increasing complexities (i.e., risk/need levels) of caseloads and increases in demands for court ordered reports.
3. Time required by probation officers to investigate and prepare court reports increased this past fiscal year as a result of increased requests for these reports from the courts. In 1999-2000 there was a total of 372 court reports completed compared to 318 reports completed in fiscal year 1998-1999.
4. Probation Services underwent considerable staff changes during the year due to temporary assignment and career enhancement opportunities. This provided division staff and members of the public opportunities for relief positions with Probation Services for varying periods of time during the year.
5. Continued efforts have been undertaken to further develop and refine statistical reporting capabilities in order to more clearly establish workload trends and meet external demands. The computerized corrections database continued to be unavailable for reporting purposes which required considerable manual effort and resources.
6. All probation offices have now been computerized.
7. Probation Services staff continue to manage complex and demanding caseloads/ workloads in an effective and committed manner.
8. Team building and wellness strategies have been the focus of staff training and development initiatives.
9. Probation staff continue to play an active role in support of various interagency and community-based initiatives.

Family Court Services

Two Family Court Counsellors, one of whom functions as team leader, provide the following province-wide services:

- the preparation of court ordered reports (Home Studies) respecting custody and access of children for the PEI Supreme Court, Trial Division, and Family Section;
- mediation services in family related matters (i.e., division of family property, child support, child custody and access);
- referral of clients to required services including: Turning Point Program, Addiction Services, Child and Family Services, Mental Health Services, Victim Services and parent education programs.

Family Court Counsellors provide educational and informational sessions to the public and to families on the effects of separation and divorce on children and separating parents. As well, Family Court Counsellors are involved in and support various professional organizations dealing with family and social casework related issues (i.e., Mediation PEI, PEI Social Work Association, Child Sexual Abuse Interagency Committee).

Work demands placed on Family Court Counsellors over the past fiscal year are outlined in the following table.

Table 6
Family Court Counsellors
Caseloads/Workloads
Fiscal Year 1999-2000

	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total
Mediation	36	19	33	49	137
Court Reports	4	7	9	10	30
Counselling	0	2	2	0	4

Highlights and Initiatives

1. Family Court Services continues to assist in the implementation and evaluation of the Positive Parenting From Two Homes program. This program is being piloted and evaluated on an ongoing basis.

2. Family court counsellors have had opportunities to acquire specialized training and developmental opportunities during the year.

3. Requests for mediation services to assist in resolving disputes between separating partners, especially around custody and access, continues to increase.

4. Family court counsellors were involved in drafting program protocols for working with women abuse cases.

5. Family court counsellors encountered and met increased demands for court reports. Thirty reports were completed this past fiscal year compared to 22 reports last year.

PEI Community Justice Resource Centre

The centre and its programs are administered and funded under Community Services within the Community and Correctional Services Division, and staffed by a program coordinator and two speciality positions (turning point coordinator and sexual deviancy specialist). The centre continues to be supported in program delivery by other division staff and by resources accessed from the Regional Health authorities (Child and Family, Mental Health, etc.), other provincial government departments, as well as, by parole officers of Correctional Services of Canada. The centre provides or coordinates assessment and individual and group programs to offenders and

members of the general community, primarily adult-aged clients, who are referred from the courts, Correctional Services or other agencies and/or individuals across the province (i.e., Addiction Services, Child and Family Services, medical services, Psychiatric and/or mental health services, families and self referrals).

Programs are focussed on assisting and supporting individuals experiencing significant personal difficulties and offending or high-risk behaviour to function within their families, interpersonal relationships and community environments in an adaptive law-abiding manner. All interventions and treatment approaches are directed toward understanding and changing inappropriate and often harmful personal behaviours, values, beliefs and attitudes. The centre's programs and resources are designed to assist and support individuals and communities in the development of healthy and safe personal, family and community relationships, and lifestyles – thus the centre and its programs contribute to and support crime prevention and community safety efforts.

Specific programs offered by the centre include: assessment, treatment and follow-up support maintenance programs and preventative programs for sexual deviancy for adults, adolescents and children ages six to 12, regardless of whether or not the behaviour has resulted in formal charges before the court; the Turning Point Program (a group treatment/counselling program for men aimed at addressing violent behaviour and related issues arising from intimate relationships); anger management programs for male and female clientele; a provincial Substance Abuse Program; Cognitive Living Skills Program; Personal Development and Change Program; as well as, one-to-one programming for clients who are assessed as not being ready to participate in group programs in Anger Management, Substance Abuse and Sexual Deviance.

Program delivery has been augmented by the delivery of Cognitive Living Skills and Living Without Violence Programs of Correctional Services of Canada. A parole officer of that service directly delivers those programs.

Trained facilitators from outside the division (employees of Addiction Services, Child and Family Services, Community Mental Health) and division employees from Youth Custody, Community Youth Worker, Adult Custody and Probation Services have provided facilitator services to the centre. All facilitators are trained by centre staff and are supervised by the respective program personnel.

Table 7
PEI Community Justice Resource Centre
Programs Offered and Participant Numbers
Fiscal Year 1999/2000

Program Offered	Total Participants	Females	Males
Male/Female Anger Management Program (eight programs delivered)	65	15	50
Turning Point Program (four groups: three-Charlottetown, one-Montague)	49	0	49
Personal Development and Change (two groups: two-female)	7	7	0
One-to-one Counselling/Intervention	28	2	26
Sexual Deviance Treatment (three groups)	22		22
Sex Offender Support Maintenance Group (follow-up to treatment)	14	0	14
Female Anger Management Follow-up	8	8	0
Adolescent Sexual Deviance Treatment	2	0	2
Cognitive Living Skills (CSC)	5	0	5
Living Without Violence (CSC)	6	6	0
Total Number of Program Participants	**204**	**36**	**168**
Sexual Deviance Assessments	42	1	41
Turning Point Assessments	65	0	65
Other Program Assessments	188	30	158
Total Assessments	**295**	**31**	**264**

Highlights and Initiatives

1. Turning point facilitator training occurred in June 1999. Participants came from Child and Family Services, Adult Custody and Probation Services.

2. The sexual deviance specialist completed an information pamphlet focussing on protecting children from sexually deviant behaviour. It was widely distributed by the Departments of Education and Health and Social Services.

3. The turning point coordinator became co-chair of the Victim Services Advisory Committee and was active in the development of the Provincial Women's Abuse Protocol.

4. Federal wardens of Correctional Services Canada visited the centre to discuss community reintegration strategies in June 1999.

5. The Federation of PEI Municipalities representatives in coordination with National Parole and Correctional Services Canada's senior managers toured the centre in September 1999.

6. The sexual deviance specialist had an article on Adolescent Sexual Deviance Treatment printed in the National Correctional Magazine Forum in September 1999.

7. The sexual deviance specialist attended the international ATSA conference in September 1999.

8. The centre and its coordinator were nominated for the Provincial Crime Prevention Award in November 1999.

9. The sexual deviance specialist began the accreditation process related to the Hare Psychopathy Assessment Process, winter/spring 2000.

10. Throughout the year, the centre's staff made public education and professional education presentations to diverse organizations, including: public health nurses, community school, college students, special need organizations, Child and Family Services staff and other such forums.

Alternative Residential Placement and Community Youth Worker Program

This province-wide program consists of a coordinator, 5.5 full-time community youth workers, an administrative support person and a network of privately operated homes which provide residential resources for young offenders under contract. The overall mandate of these programs is the prevention of youth crime and the reduction of recidivism through the support and assistance provided by staff and community residential placements. Emphasis is placed on the successful reintegration of youth into their families and the community. Referrals for these programs are received from Probation Services, Child and Family Services, Youth Centres, Mental Health, Education, families, self, etc.

The Community Youth Worker component of this program offers the following services:

- case management (assessment, case planning and intervention with other services/ agencies), one-to-one counselling, supervision and support services to high-risk youth and their families;
- support to Alternative Residential Placement homes and youth within these homes through regular contact, consultation, and involvement with other agencies and community organizations;
- identifying and facilitating preventative programs for youth and their families within the community including group and individual programs, such as: Anger Management; Peer Helper; Effective Parenting of Teens, etc.; and,
- conducting regular home visits to assess and strengthen family and community functioning.

The Alternative Residential Placement component consists of financial resources to contract with private homes situated across the province which, after screening and departmental approval, can be contracted to provide residential resources for high-risk/high-need young offenders in need of safe, structured residential resources outside of, or as a complement to, their natural homes. Placement decisions are assessed and determined on an individual case basis, as an integral component of an overall case management plan. These homes and substitute family settings provide an effective and efficient alternative to custody for youth who have a residency clause in their probation order or as an open custody alternative. The average placement period is three to six months with the home providers offering guidance and support during these stays in such areas as: life skills, education and structured community involvement and activities. Professional development and training opportunities, as well as, ongoing support and supervision are made available to these homes and youth placed in these homes by the program coordinator and community youth workers.

Table 8 Community Youth Worker Program – One-to-one Clients Fiscal Year 1999-2000					
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Yearly Totals
New Referrals	8	16	14	8	46
Files Closed	18	9	10	11	48
Active Files at Quarter End	56	61	64	61	
Total Youth Served	72	73	75	72	118

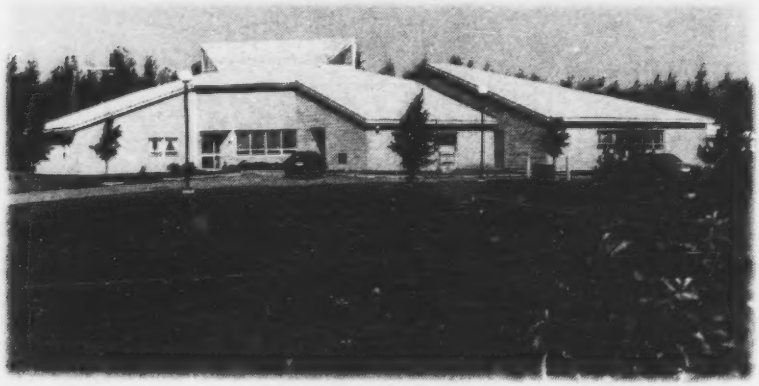
Highlights and Initiatives

1. As of March 31, 2000, there were 10 Alternative Residential Placement homes approved for use across the province.

2. During the past year, 20 youth resided in Alternative Residential Placement homes, three under Open Custody Designation; 13 youth under Direction to Reside conditions of probation orders; and, four youth were placed as a condition of an undertaking rather than being remanded to youth custody. The latter was a new demand from the Youth Court which was accommodated this past year on a case-by-case basis. While there were additional referrals for placement, financial restrictions limited the number and type of placements during the year.

3. 136 youth across the province received one-to-one service under the Community Youth Worker Program during the year.

4. Community Youth Workers facilitated/co-facilitated numerous group education programs, across the province in the areas of Anger Management, Self-Esteem and Healthy Relationships.



Tyne Valley Youth Centre

Table 9 ARP Resident Days Fiscal Year 1999-2000				
Month	Type of Residency			Monthly Total Resident Days
	On An Undertaking	Directed To Reside	Custody Placement	
April 1999	0	65	0	65
May 1999	0	62	0	62
June 1999	0	61	13	74
July 1999	0	55	18	73
August 1999	0	92	0	92
September 1999	0	81	25	106
October 1999	0	37	31	68
November 1999	0	30	30	60
December 1999	25	104	0	129
January 2000	49	93	0	142
February 2000	76	87	27	190
March 2000	93	99	31	223
Total ARP Days FY 99/00	243	866	175	1284
Percentage of Each Type of Residency Based on FY Total	18.93%	67.45%	13.63%	100%

Victim Services

Victim Services has provided a criminal justice system-based service to victims of crime province-wide since April 1989. The system-based approach was developed in Prince Edward Island and has been adopted by several other provinces/territories. The key attributes of a system-based Victim Services program are that it:

- operates within the criminal justice system, but independently from the police, crown attorneys, or the courts;
- is client-centred;
- maintains close working relationships with criminal justice personnel and community agencies;
- assists victims of crime at all stages of the criminal justice process; and
- uses an outreach approach.

Mandate

Section 7 of the *Victims of Crime Act* (amended effective August 7, 1999) states that the purpose of Victim Services is:

- to assist victims as needed throughout their contacts with the criminal justice system;
- to help victims to access other needed services;
- to receive applications for criminal injuries compensation and investigate claims on behalf of the minister;
- to assist with the preparation and filing of victim impact statements;
- to assist justice personnel and community agencies in providing services to victims; and,
- to promote the Statement of Principles set out in Section 2.

Mission Statement

Victim Services provides a client-centred service for victims of crime, ensuring respect for their dignity and privacy. Victim Services assists clients throughout their involvement with the criminal justice process.

Vision Statement

All victims of crime in Prince Edward Island who require assistance through the criminal justice process will be referred, at the earliest opportunity, to Victim Services and the response of all criminal justice personnel will be guided by the Statement of Principles in the *Victims of Crime Act*.

Values

The Statement of Principles in the *Victims of Crime Act* states:

- victims should be treated with courtesy and compassion and with respect for their dignity, privacy and convenience;
- victims should receive prompt and fair financial redress for the harm that they have suffered;
- victims should be informed of and should have access to services including social, medical, legal and mental health assistance;
- victims should be informed about the progress of the investigation and prosecution of the offence, court procedures, the role of the victim in court proceedings and the ultimate disposition of the proceedings;
- victims are entitled, where their personal interests are affected, to have their views and concerns brought to the attention of the court where consistent with criminal law and procedure;
- victims and their families should be protected from intimidation, retaliation and harassment;
- victims should have their stolen property returned to them, as soon as possible, after recovery by law enforcement authorities;
- victims are entitled to prepare a victim impact statement and have it considered by the court at sentencing; and,
- victims are entitled to be informed about the offenders' status, including release dates, parole eligibility and probation terms.

Goals

Victim Services Goals are:

- to provide prompt, effective assistance to victims of crime, especially victims of crimes against the person, but not excluding any victim who needs assistance through the criminal justice process;
- to tailor the assistance provided to meet the needs of the particular client;
- to provide services to any victim of crime requiring assistance, regardless of their geographic location in Prince Edward Island;
- to investigate criminal injuries compensation claims and complete the case analysis for each claim as quickly as possible;
- to ensure that all victims of crimes in which charges are laid are informed of their right to prepare and file a victim impact statement, by working collaboratively with the police and Crown attorneys;
- to ensure that victims understand the implications of preparing and filing a victim

impact statement and do so voluntarily; and
- to promote the use of the *Victims of Family Violence Act*, in appropriate cases.

Victim Services uses an outreach approach to inform victims about the available services, rather than leaving it to victims of crime to find out about the service at the time they need it. Most referrals to Victim Services come from municipal police and RCMP across the province and Victim Services staff follow-up from the initial police response to victims of crime. In some cases, victims contact Victim Services prior to reporting to the police. Victim Services staff make ongoing efforts to inform police about the services available through Victim Services and to encourage early referrals.

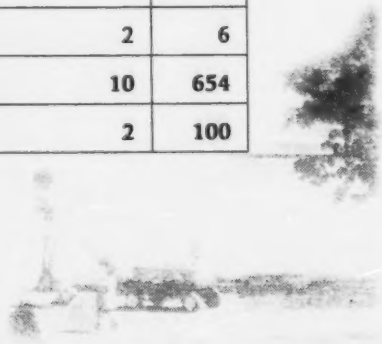
Once a referral is received, Victim Services staff contact victims at the earliest opportunity by telephone, if possible, or by letter enclosing a Victim Services brochure.

In some cases, the first contact is in person, when the victim comes to the Victim Services office or meets the worker at the police station. In 1999-2000, 494 victims were first contacted by telephone, 122 by letter, and in 38 cases, the first contact was in person.

Victim Services cases are categorized in the following classifications: general, sexual abuse, wife abuse, other family abuse and commercial/ institutional. The following table illustrates the total and percentage of each type of case opened in 1999-2000. The table also indicates the police agency involved with each case. In 1999-2000, 44 per cent of Victim Services new cases involved general victims; 34 per cent wife abuse victims; 11 per cent sexual abuse victims; nine per cent other family abuse victims; and two per cent commercial/institutional victims.

Table 10
Victim Case Classification: New Cases 1999-2000

Police Jurisdiction	General	Sexual Abuse	Wife Abuse	Other Family Abuse	Commercial/ Institutional	Total
Alberton RCMP	17	4	9	7	1	38
Borden PD	0	0	0	0	0	0
Charlottetown PD	167	36	98	25	0	326
Charlottetown RCMP	22	14	39	16	1	92
Kensington PD	0	0	4	0	1	5
Montague RCMP	20	0	15	2	0	37
Summerside RCMP	13	6	22	3	2	46
Summerside PD	44	8	28	1	3	84
Souris RCMP	4	3	8	5	0	20
Out of Province	1	2	1	0	2	6
Grand Totals	**288**	**73**	**224**	**59**	**10**	**654**
Percentile	**44**	**11**	**34**	**9**	**2**	**100**



The total of 654 new cases represents a decrease of 21 when compared with the 1998-1999 fiscal year. However, new cases from the Charlottetown Police Department increased from 281 in 1998-1999, to 326 in 1999-2000, and new cases from the Charlottetown RCMP increased from 72 to 92. New cases from all other police departments/detachments decreased. In addition to the 654 new cases, 382 cases from previous years continued to be active.

Assaults, including all levels of assault from common assault to aggravated assault, are by far the most frequent type of crime in Victim Services cases, representing 39 per cent of the new cases in 1999-2000. The next most frequent types of crime for Victim Services cases were sexual assault (12 per cent) and harassment (11 per cent). In 1999-2000, threats (eight per cent), break and enter (seven per cent), thefts (seven per cent), and damage to property (five per cent) were also frequent crimes in new Victim Services cases.

The victim and suspect or offender were known to each other in 448 of the 654 new cases. There was a family-type relationship in 289 of these cases. In family-type cases, the suspect or offender was most frequently an ex-common-law husband (50 cases), a husband (46 cases) or common-law husband (42 cases). The most frequent non-familial relationship was general acquaintance (104 cases).

The proportion of Victim Services clients victimized by adult offenders compared with young offenders has been quite consistent over the years. In 1999-2000, in 91 per cent of Victim Services cases, the offenders were adults.

Age ranges of new Victim Services clients were as follows: under 12 years (three per cent); 12 - 20 years (18 per cent); 21 - 40 years (35 per cent); 41 - 60 (12 per cent); 61 and over (two per cent); unknown/not recorded (30 per cent). Seventy-eight per cent of new Victim Services clients were females.

Assistance provided to Victim Services clients is summarized in the following table:

Table 11 Assistance Provided 1999-2000	
Type of Assistance	**Number of Times Provided**
Information about	
• status of the investigation	141
• the criminal justice system	162
• available services	605
• court procedures	343
• court dates	489
• court status and disposition	386
• financial options	40
• corrections/offenders' status	138
Emotional Support	952
Short-term Counselling	162
Referrals for legal, financial or counselling assistance	103
Support through the court process	
• court orientation tour	65
• appointment with the Crown Attorney	92
• transportation to court/Crown Attorney	22
• accompaniment to court	108
Assistance with preparing victim impact statements	187
Information about/assistance with criminal injuries compensation	262
Written materials (booklets, brochures, etc.)	98
Other (including assistance under the *Victims of Family Violence Act*)	43

An important objective of the Victim Services system-based approach is to provide a seamless service by maintaining liaison with criminal justice and community agencies. Contacts by Victim Services staff, on behalf of clients, are summarized in the following table:

Table 12
Liaison with other agencies 1999-2000

Agency Contacted	Number of Contacts
Police	629
Crown Attorneys	462
Probation Services	138
Provincial Corrections	36
Federal Corrections	38
Other Government and Community Agencies	229

When concluding cases, Victim Services staff record the clients' reactions to the assistance provided. In 1999-2000, 285 victims were very positive, 280 were positive and two were neutral. For cases involving family members, 82 were very positive and 38 were positive. No victims or family members were recorded as reacting negatively to Victim Services.

The level of service provided by Victim Services varies depending on the needs of the client. In 1999-2000, 26 per cent of clients required a high level of assistance involving many hours of staff time, 35 per cent a medium level of assistance and 34 per cent a low level of assistance. In six per cent of the cases, the victims did not respond to the letter sent by Victim Services informing them of the available services. Compared to the previous fiscal year, a higher percentage of clients required a high level of assistance in 1999-2000.

Since 1989, Victim Services has been designated by Lieutenant Governor in Council as the program responsible for the preparation and filing of victim impact statements. Victim impact statements outline the physical, emotional and financial effects of the crime on the victim. After determination of guilt, the judge takes victim impact statements into consideration when deciding on sentence. In 1999-2000, 187 victim impact statements were prepared and filed with the court, an increase of 30 over the previous fiscal year.

Under the *Victims of Crime Act*, Victim Services is responsible for investigating claims for criminal injuries compensation. Victim Services staff also assist victims with preparing their applications and gathering information to support their claims. Victim Services staff prepare a case analysis regarding each claim.

Since 1989, a lawyer with the Legal Services Division has been responsible for adjudicating claims and writing a report, including recommendations, to the Attorney General who makes decisions regarding claims. The Legal Services lawyer has many other responsibilities besides adjudicating compensation claims. Over the years, a backlog of claims gradually developed at the adjudication stage.

Amendments to the *Victims of Crime Act* and Regulations, which came into effect August 7, 1999, were designed to speed up the adjudication process by providing that:

- claims under $1,000 can be decided upon by a person designated by the Attorney General without the necessity of writing a report (the adjudicator in Legal Services and the provincial manager of Victim Services are designated persons);
- adjudication of claims exceeding $1,000 can be done by either the adjudicator or the provincial manager (a report to the Attorney General is required for these claims);
- for claims resulting from the death of a victim, after deduction of funeral and other expenses, the maximum award is to be divided equally among all dependents (rather than prorating on a dependency basis as was previously the case).

It will take some time before the long-term effect of these changes becomes evident. Because of the amendments to the *Victims of Crime Act* and Regulations, extensive revisions were made to the Criminal Injuries Compensation sections of the Victim Services Policy and Procedures Manual.

In the 1999-2000 fiscal year, 20 new compensation applications were filed, 64 were carried over from the previous year, and 42 decisions were made. Forty-six compensation files were carried forward to the next fiscal year. Fifteen fewer new compensation applications were filed in 1999-2000, compared to 1998-1999, when 35 new applications were filed. Twice as many decisions were made in 1999-2000; thus the backlog in compensation claims has been reduced, to some extent.

The *Victims of Family Violence Act* came into effect in December 1996. Prince Edward Island was the second jurisdiction in Canada to enact family violence legislation. Under this act, Emergency Protection Orders are available 24 hours a day from designated justices of the peace. In non-emergency situations, longer-term Victim Assistance Orders are available by application to the Supreme Court.

Victim Services staff participate on the training teams of the *Victims of Family Violence Act* and assist with the ongoing monitoring and promotion of the use of the act. Victim Services staff also provide information kits and make referrals for legal assistance for victims needing Victim Assistance Orders. Due to difficulties with obtaining timely legal assistance, very few applications for Victim Assistance Orders are being made.

In 1999-2000, 23 Emergency Protection Orders were granted under the *Victims of Family Violence Act*. This represents a slight decrease from 25 Emergency Protection Orders granted in 1998-1999. Emergency Protection Orders have decreased each year for the past several years.

Victim Services workers attended an information session for police training teams on amendments to the *Victims of Family Violence Act*, and the provincial manager presented on the amendments to the training teams, justices of the peace and new police officers.

In March 1998, a Monitoring Study of the *Victims of Family Violence Act* was conducted by Brenda Bradford of Bradford & Associates. Since that time, the provincial manager and Ms. Bradford have been attempting to obtain funding from the Federal Department of Justice for a full evaluation of the act.

Consistent with its goals of tailoring the assistance provided to meet the needs of the client, Victim Services underwent a literacy audit during the 1999-2000 fiscal year. Norman Finlayson of the PEI Literacy Alliance assisted with this process. All information materials published by Victim Services were reviewed. Based on the advice provided by Mr. Finlayson, the Victim Services brochure and the Victim Impact Statement Information Sheet were revised. Other materials will be revised as time permits. In March 2000, the provincial manager and the secretary for the Charlottetown office attended a Plain Language Workshop. In his Report on the Literacy Audit, Mr. Finlayson's concluding comment is a congratulatory note: "The staff at the Victim Services office appear dedicated to providing quality customer service, including service to people with literacy problems."

Consistent with government's French Language Policy, public information materials published by Victim Services have been translated into French. The Victim Services brochure had been translated previously. Criminal Injuries Compensation Application Forms and the Victim Impact Statement Information Sheet and Interview Form have now all been translated, printed and distributed.

Maintaining cooperative working relationships with other criminal justice and community agencies in order to coordinate case management and effect positive long-term change for victims of crime is an important part of Victim Services work. Victim Services workers participated on interagency committees on family violence in Eastern PEI and East Prince, attending 13 meetings; and interagency committees on child sexual abuse in Southern Kings, Queens, East Prince and West Prince, attending 13 meetings. The Victim Services worker for Eastern PEI participated on the Board of Directors of Transition House Association. The Secretary for the Prince County office represented Victim Services on planning committees for Crime Prevention Week/Conference, attending 14 meetings.

The provincial manager participated on the Premier's Action Committee on Family Violence Prevention (four meetings), the Administration Subcommittee for the Premier's Action Committee (seven meetings), the Provincial Child Sexual Abuse Advisory Committee (three meetings), the Advisory Committee on Women and Addictions (three meetings), and chaired the Coalition for Woman Abuse Policy and Protocol (five meetings) and the Justice Working Group Subcommittee (three meetings).

The provincial manager and secretary provide executive and administrative assistance to the Victim Services Advisory Committee (VSAC) and subcommittees. The VSAC meets four times per year and the co-chairs and provincial manager meet regularly between meetings. A major project of the VSAC for the 1999-2000 fiscal year was the Family Violence and the Justice System Research Project conducted by Anne Nicholson. The provincial manager participated in five meetings of the steering committee and four regional focus groups with police officers.

The provincial manager continued to participate on the Federal/Provincial/Territorial Working Group on Victims of Crime. In January 2000, the provincial manager was invited to a Study Group on Older Adults sponsored by the Law Commission of Canada in Toronto.

In April 1999, Victim Services commemorated its 10th anniversary of province-wide services to victims with an open house at the Charlottetown office. Victim Services was featured in an Island Focus program on Cable 10 in February 2000.

A series of *Criminal Code* amendments responding to concerns of victims of crime and victims advocacy groups came into effect December 1, 1999. The provincial manager assisted on the provincial implementation committee (10 meetings), drafted information sheets and other material, and participated on three panels at information sessions on the amendments. The *Criminal Code* amendments resulted in the need for extensive revisions to Policy and Procedures for Victim Impact Statements. These were approved by the deputy minister effective November 26, 1999.

Victim Services staff gave 19 presentations on Victim Services and other topics (i.e., family violence) to students and teachers; health, social services, and justice personnel; community groups; and police officers during the year. Victim Services staff also responded to numerous requests from other provinces and territories regarding Victim Services, the *Victims of Crime Act* and the *Victims of Family Violence Act*.

Objectives for the 2000-2001 fiscal year include:

- decreasing the backlog of criminal injuries compensation claims;
- alleviating the excessively high caseload of the Charlottetown worker;
- increasing the secretarial position in the Prince County office to full-time to provide better accessibility to victims in that area of the province;
- continuing revisions for literacy levels and translation to French of Victim Services information materials, in particular the Criminal Injuries Compensation Information Sheet;
- obtaining funds for an evaluation of the *Victims of Family Violence Act;*
- finding ways to help victims exercise their limited rights and obtain legal assistance when needed; and
- accessing Web site development assistance to put training materials on Victim Services and the *Victims of Family Violence Act* on-line, particularly for use by police officers.

Victim Services offices are located at 3 Queen Street in Charlottetown and 263 Harbour Drive in Summerside.

Personnel include:

Provincial Manager:	Ellie Reddin
Victim Services Worker, Western Region:	Jean Profit
Victim Services Worker, Eastern Region:	Melody Lane Gay
Assistant Victim Services Worker, Charlottetown Area:	Evelyn Marshall
Secretary, Charlottetown Office:	Dianna Cudmore
Secretary (part-time) Summerside Office:	Carol Gallant

Consumer, Corporate and Insurance Services Division

Director: Edison Shea

This division registers and incorporates business enterprises, cooperatives and nonprofit organizations that are formed in the province, and registers all out-of-province companies carrying on business in the province. Selected business enterprises such as insurance companies, securities issuers, real estate firms, credit unions and other financial institutions in the province are regulated.

The division administers the Gun Control Program and the Orderly Payment of Debts Program. All bingos, raffles and the like are licensed under the Lottery Schemes Order. Consumers are provided with information and assistance in dealing with problems encountered in the marketplace. The public trustee provides protection and assistance to mentally incompetent persons by looking after their financial affairs and other needs.

Corporate Section

Acts Administered

The Corporate Section of the Department of Community Services and Attorney General is responsible for the administration of the following acts:

Companies Act
Condominium Act
Co-operative Associations Act
Credit Unions Act
Foreign Resident Corporations Act
Licensing Act
Limited Partnerships Act
Partnership Act
Securities Act
Winding Up Act

Statistics

Following are statistics related to the various statutes administered by the Corporate Section:

Companies Act	1999-2000	1998-1999
Incorporations during the year		
Business corporations	438	367
Nonprofit corporations	43	34
Certificates of Good Standing issued	142	161
Annual returns filed under Section 80 of the *Companies Act*	4,332	3,880
Number of companies dissolved	299	250
Number of companies revived	14	12

Co-operative Associations Act

There are approximately 100 active cooperatives in the province. During 1999-2000, there were five new cooperatives incorporated, compared to seven the previous year.

Credit Unions Act

The *Credit Unions Act* is administered by the Credit Union Central of Prince Edward Island, which also carries out inspections of credit unions. A separate report on credit unions, as compiled by the Credit Union Central, is also presented in the legislature.

In 1992, a new insurance plan was put in place for credit unions by the Credit Union Deposit Insurance Corporation (CUDIC). The insurance coverage, provided for deposits and shares in credit unions, is similar to that provided for deposits in banks and trust companies by the Canada Deposit Insurance Corporation.

On December 24, 1997, amendments to the *Credit Unions Act* were passed which increased the deposit insurance coverage to 100 per cent of credit union members' deposits held in registered retirement savings plans and registered retirement income funds. Provision was also made for increased coverage on deposits designated by the CUDIC board of directors as special deposits and approved by the Lieutenant Governor in Council. To date, no special deposits have been designated and approved.

The Credit Union Central staff communicates regularly with the department to keep it informed about the credit union movement. The Director of Consumer, Corporate and Insurance Services also serves as the Registrar of Credit Unions and is a member of the board of directors of the Credit Union Deposit Insurance Corporation.

Licensing Act

All out-of-province businesses carrying on business in this province are required to register under the *Licensing Act* regardless of whether they have an office or employees in the province. Such business organizations include banks, trust companies, loan companies, finance companies, chain stores, oil and gas companies, construction companies, manufacturers and generally all companies not incorporated under the laws of this province and having their head office or chief place of business located outside the province.

Licensing Act	1999-2000	1998-1999
Companies registered under the *Licensing Act*	2,336	2,291
Certificates of Good Standing issued	142	132

Partnership Act

The business names of sole proprietorships and partnerships are registered under the *Partnership Act* as well as trade names of corporations.

Declarations filed under the *Partnership Act* expire three years after the date of filing unless renewed. In 1999-2000 there were 400 expired business names purged from the records and 539 were purged the previous year.

Partnership Act	1999-2000	1998-1999
Declarations of proprietorships, partnerships and trade names filed	1,141	1,033
Dissolutions filed	261	223

Securities Act

The *Securities Act* regulates the sale of securities to the public and provides for the licensing of brokers and salespeople. The purpose of securities legislation is to provide investor protection and to foster efficient capital markets.

Canadian Securities Administrators (CSA)

The Canadian Securities Administrators (CSA) is comprised of the 13 provincial and territorial securities regulatory authorities in Canada. Over several years, the CSA has established and continues to develop and administer the Canadian Securities Regulatory System. The CSA functions through meetings of Commission Chairs and Registrars held at regular intervals, meetings and ad hoc interactions between executive directors, and through working committees established by the chairs and registrars.

The securities regulatory authorities share a mandate of ensuring well-regulated markets which protect investors from unfair, improper or fraudulent practices while fostering fair, efficient capital markets within each of their jurisdictions. The CSA members register individuals and companies who give advice about or trade in securities, review prospectuses, monitor continuous disclosure documents, conduct compliance reviews of registrants, grant discretionary exemptions from registration and prospectus requirements, investigate possible violations of provincial securities laws, and commence proceedings before the commission (in provinces that have a securities commission) or the Provincial Court.

In some jurisdictions the securities regulatory authority is a self-funding agency or crown corporation. In others, including this province, the securities regulatory authority operates from within a department of the provincial government.

***Securities Act* registrations and filings:**	**1999-2000**	**1998-1999**
Licenses issued - Resident salespersons	347	412
- Nonresident salespersons	1,375	1,181
Total salespersons licensed	1,722	1,593
Brokers licensed	78	60
Personnel changes filed	276	276
Prospectuses registered	2,098	1,413
Prospectus amendments registered	706	477
Certificates of Exemption	139	87
Annual Information Forms registered	430	443

Revenue

Revenue Source:	1999-2000	1998-1999
Companies Act	$344,000	$346,000
Licensing Act	616,000	592,000
Securities Act	1,528,000	1,368,000
Other statutes	98,000	108,000
Total revenue collected by Corporate Section	$2,586,000	$2,414,000

Comments

Corporate section staff spend a significant amount of time responding to inquiries from the public as much of the information filed in the section is public information. Requests for information about corporations, cooperatives, partnerships or other matters come from the legal and accounting professions, other government departments, police authorities, business people, financial institutions and the public at large.

Corporate Section Personnel

Director:	Edison Shea
Deputy Registrar of Securities:	Mark Gallant
Corporations Officer:	Sandra Furlotte
Administrative Assistant:	Sheila MacNevin
Securities Secretary:	Lorraine Matheson
Securities Clerk:	Diane Smith
Corporations Clerk:	Joan MacKay
Corporations Clerk:	Lori Stewart
Corporations Clerk:	Brenda Storring

Insurance and Real Estate Section

Insurance Act	1999-2000	1998-1999
Insurance companies licensed	223	233
Applicants examined	110	124
Number of insurance agents licensed	362	349
Number of insurance adjusters licensed	47	43

Comments

The superintendent of insurance also acts as the registrar under the *Real Estate Trading Act*. The superintendent primarily administers the *Insurance Act*. Duties of the office centre around the licensing and regulation of all insurers, agents and adjusters active in the province. The office receives consumer inquiries and complaints and responds to each with information and/or intervention as required.

The superintendent participates in regional and national efforts to ensure the local insurance industry environment remains current and best serves the needs of all stakeholders. The ultimate goal remains to ensure the products demanded by the public are available at the lowest possible cost. This goal was the impetus for the Conference of Atlantic Premiers ongoing project to harmonize legislation, policies and procedures governing the insurance industry in the region.

The recent trend continued for the insurance industry in Prince Edward Island throughout 1999-2000 as rates remained relatively stable and there were no insolvencies involving companies licensed to do business in the province. The Insurance Company of Prince Edward Island and the Prince Edward Island Mutual Insurance Company are provincially incorporated and operated. These companies continued their tradition of successful operation throughout the year.

Revenue

Revenue collected under the various statutes is as follows:

Revenue Source	1999-2000	1998-1999
Premium tax	$5,347,000	$4,148,000
Fire prevention tax	257,000	237,000
Third-party auto levy	639,000	612,000
License fees and other	257,000	208,000
Total Insurance and Real Estate Section revenue	$6,500,000	$5,205,000

Comments

Premium tax at the rate of 3.5 per cent is collected on all insurance premiums (except fraternal) written in the province. The Fire Prevention Tax which is assessed at one per cent, of the total fire premium, is basically designed to defray expenses of the Provincial Fire Marshal's office. The Third Party Auto Levy is assessed, in lieu of claims for provincial health care costs, on a per vehicle basis to each insurer underwriting auto insurance.

Real Estate

The registrar administers the *Real Estate Trading Act*. Duties of the office include the licensing and regulation of all agents and salespersons active in the province. The office receives consumer inquiries and complaints and responds to each with information and/or intervention as required.

Real Estate Trading Act Statistics	1999-2000	1998-1999
Real estate sales (approx.)	$127,000,000	$108,000,000
Real Estate Commissions (approx.)	$7,000,000	$6,000,000
Agents licensed	48	52
Salespersons licensed	183	159

Insurance and Real Estate Section Personnel

Superintendent of Insurance: Robert Bradley
Administrative Assistant: Kay Constable

Office of the Public Trustee

The services of the Public Trustee continued to increase during the year with 510 active files, an increase of 32 over the previous year. Funds held in trust at March 31, 2000, totaled $6.3 million down from $9.2 million at the previous year end. The funds of clients with available balances are invested in Provincial Deposit Receipts ($1.9 million at year end) and Term Bank Deposits ($1.6 million). The trust accounts are audited annually by the Auditor General and his report is available to the public.

The section continues to enjoy a close working relationship with the health care agencies and as a result, is able to better control the assets of patients or guests who are considered incompetent. The role of the Public Trustee is increasing, as all persons, admitted to government homes, are declared incompetent before admission.

The Public Trustee is also called upon to represent estates of deceased persons in certain actions and, of course, continues to act as Administrator of Estates when no one else is available or qualified. The advisory committee is consulted from time to time as the need arises.

Office of the Public Trustee Personnel

Public Trustee:	Les Zielinski
Deputy Public Trustee:	Robert Landry
Administrative Assistant:	Kay Constable
Clerk:	Delma Good

Consumer Services Section

The Consumer Services Section is responsible for the administration of the following programs:

Program	Statutory Reference
Video Classification	*Films Act*
Debtor Assistance	Orderly Payment of Debts, Part X of the *Bankruptcy & Insolvency Act*
Gun Control	Sections 84-117, *Criminal Code* *Firearms Act*
Consumer, Education and Information, Complaints and Inquiries	Various Provincial Statutes
Regulation of Charitable Gaming	Lottery Schemes Order, Sections 206 and 207 *Criminal Code*
Licensing of various industries	Various Provincial Statutes

Video Classification

The *Films Act* requires that all retail video outlets that rent, sell, lease or otherwise distribute movies on video must be licensed and ensure that videos are labelled with the proper classification sticker. Movies which have been prohibited by the Classification Board or which have yet to be classified, cannot be rented or sold. No film/video containing material of a sexually explicit nature may be rented or sold to any person under the age of 18 years.

Licensing statistics	1999-2000	1998-1999
Video Licenses issued (one- or two-year terms)	81	66
Total number of video rental outlets licensed	131	166

Debtor Assistance Program – Orderly Payment of Debts (OPD)

Part X *Bankruptcy and Insolvency Act*:
Through this program, an alternative to Consumer Bankruptcy, a person pays off their debts by making a series of monthly payments to the Clerk of the Court. Through OPD, debtors are given the opportunity to retire their debts over an extended period of time, consistent with their ability, while maintaining a reasonable standard of living. The relevant statistics are as follows:

	1999-2000	1998-1999
Funds disbursed to creditor	$ 288,320	$ 252,442
Debtor interviews and reviews	185	175

In 1999-2000, 21 new Consolidation Orders were issued in comparison to 22 in 1998-1999. Seven clients retired their debts in 1999-2000, as compared to six clients in 1998-1999.

Gun Control – Sections 105-116, Criminal Code

In 1999-2000, there were 13 businesses licensed under the *Firearms Act*. Eight of these are licensed to sell firearms – restricted and non-restricted; three are museums and two are armed guard companies. Twenty-one businesses are licensed to sell ammunition only.

As well, there were 141 firearms Possession Acquisition Licenses (PALS) issued for the purpose of acquiring firearms from April 1, 1999, to March 31, 2000, and 234 Possession Only Licenses (POL) issued.

There are three shooting clubs licensed: one in Kings County – Kings County Shooting Sports Co-operative Limited; one in Queens County – The PEI Provincial Rifle Association; and the Livingston Family Gun Club in Prince County. These clubs are licensed for a one-year period. They are required to re-apply each year and must meet the requirements set out in the *Firearms Act* and Regulations.

In addition to licensing firearms businesses, this office issued 13 Authorizations to Carry firearms to the armed guards who work within our province.

Consumer Education and Information

In 1999-2000, staff of the section spoke to several different groups and educational institutions. Workshop presentations on frauds and scams were made for the Seniors Federation, individual senior citizens' associations and a youth training session. Approximately 200 people attended these workshops, which also involved presentations by the RCMP, municipal police and the Public Trustee.

A job re-entry session was held for Holland College and a presentation on telemarketing and mail fraud was given as an in-service police course at the Atlantic Police Academy. Staff met with the Consumer Association of Canada on common issues, as well as conducting several media interviews with both print and electronic media on topics of consumer interest.

Consumer Complaints and Inquiries

Consumers can obtain information or assistance under two circumstances: prior to a purchase – an inquiry; and post purchase – a complaint.

Pre-purchase – a consumer can obtain copies of ratings on products, as well as, generic information when purchasing goods and services. Post-purchase complaints, where a problem has developed, are responded to by providing information on consumer rights provided for in legislation and mediation upon request of the consumer or merchant. A complaint, which involves a situation of noncompliance by a firm whose activity is subject to one of the assigned statutes, is investigated; and when necessary, corrective measures are taken.

Regulation of Charitable Gaming

The Lottery Schemes Order made pursuant to Section 207 of the *Criminal Code* empowers the province to license and set terms and conditions for the operation of charitable gaming. These include bingos, raffles, lotteries, casino nights, 50/50 draws and sports pools. The licensing and financial statistics appear below:

Licensing Statistics	1999-2000	1998-1999
Lottery scheme licenses issued	791	915
Bingo's licensed	50	43

Bingo Revenue and Expenses	1999-2000	1998-1999
Total receipts	$ 14,939,724	$ 14,848,010
Prizes paid out	10,489,122	10,374,472
Wages to employees	589,717	519,589
Supplies (bingo paper)	584,591	581,175
License fees	210,689	207,493
Advertising	264,119	208,067
Rent	82,843	71,426
Other expenses – utilities, management fees	141,783	116,019
Total Expenses:	12,362,864	12,078,241
Total receipts minus total expenses	$ 2,576,860	$ 2,769,769

Licensing and Registration of Various Industries

In addition to those statutes mentioned elsewhere, this section also administers the following statutes which require a license or registration:

Auctioneers Act
Cemeteries Act
Charities Act
Collection Agencies Act
Consumer Reporting Act
Direct Sellers Act
Private Investigators and Security Guards Act

As well, the section is responsible for the administration of three other statutes, that while no license or registration is required, do prescribe rules of conduct. They are:

Business Practices Act
Consumer Protection Act
Pre-arranged Funeral Services Act

Licensing statistics:	1999-2000	1998-1999
Auctioneers licensed (two-year license term)	14	5
Collection agencies licensed (two-year term)	15	10
Total number of collection agencies licensed	29	21
Consumer reporting agencies licensed (two-year term)	2	5
Direct sellers licensed (two-year term)		
Individuals	71	74
Companies	15	26
Private investigators and security guards		
Individuals licensed	150	122
Companies licensed	29	26

Revenue

The Consumer Services Section collects fees under various statutes, as follows:

Revenue Source:	1999-2000	1998-1999
Lottery Schemes Order	$ 263,000	$ 257,000
Gun control – federal funding	187,000	167,000
Other statutes	83, 000	60,000
Total section revenue	$ 533,000	$ 484,000

Consumer Services Section Personnel

Manager/Chief Firearms Officer:	Eric Goodwin
Provincial Firearms Officer:	Kaye MacFadyen
Consumer Services Officer:	Gwyneth Jones
Compliance Officer:	Linda Peters
Secretary:	Marlene Hughes
Secretary:	Debbie MacKenzie
Clerk:	Diane Smith

Crown Attorneys' Division

Director: Barrie L. Grandy, Q.C.

Mandate

The Crown Attorneys' Office is mandated to represent the Attorney General of the province in all aspects of his prosecutorial function. The Crown Attorneys' Office prosecutes offences under the *Criminal Code of Canada*, the *Young Offenders Act* and provincial statutes in the Provincial, Supreme and Appeal Courts of Prince Edward Island and in the Supreme Court of Canada. It also provides legal advice on criminal law to government ministries and the police, and develops policies and procedures on issues relating to the prosecution of criminal cases.

Mission Statement

The mission of the Crown Attorneys' Division is to ensure fair and equal treatment in prosecuting offences.

Vision Statement

In attempting to achieve its mission, the Crown Attorneys' Division contributes to the government's priority of fulfilling its social responsibility for providing for public safety.

In order to accomplish its mission, the Crown Attorneys' Division has set the following goals:

(a) providing a prosecutorial service that reflects professional competency, dedication to public service and high ethical standards;
(b) providing a prosecutorial service that identifies and allocates the resources required to carry out the division's mission;
(c) providing within the prosecutorial service, an environment that allows for the independent exercise of prosecutorial discretion; and
(d) providing a prosecutorial service that is reflective of the community it serves.

Main Activities

(a) providing advice to the police, upon their request;
(b) providing advice to provincial government departments, upon their request, concerning enforcement and prosecutions under provincial legislation that may lead to prosecutions;
(c) representing the Crown at judicial interim release (bail) hearings and preliminary inquiries in indictable criminal matters;
(d) prosecuting *Criminal Code*, *Young Offenders Act*, and provincial statute offences;
(e) representing the Attorney General in criminal appeals before the Supreme Court of Prince Edward Island;
(f) representing the Attorney General in criminal appeals before the Supreme Court of Canada;
(g) arranging and dealing with criminal charges transferred to and from this province;
(h) acting for the Crown pursuant to the provisions of the *Coroner's Act*;
(I) defending against constitutional challenges to provisions of the *Criminal Code of Canada* and the *Young Offenders Act*;
(j) participating in the Alternative Measures Program for young offenders and adult offenders;
(k) representing the Attorney General on the Criminal Code Review Board;
(l) conducting criminal law refresher programs with the various police agencies in the province; and
(m) participating on a number of federal/provincial committees and consulting with task forces in relation to various criminal law initiatives, which include:
    (i) DNA Data Bank,
    (ii) *Firearms Act*,
    (iii) *Corrections and Conditional Release Act* review,
    (ix) *Young Offenders Act* review,
    (v) Cross-Border Crime,
    (vi) National High Risk Offender flagging system,
    (vii) Victims Services Advisory Committee,
    (viii) Strategy for the Renewal of Youth Justice,
    (ix) Repeat Impaired Driving Project,
    (x) Interagency Committee on Family Violence,
    (xi) Uniform Law Conference (Criminal Law Section), and
    (xii) Organized Crime.

Administration

The administrative office is located in Charlottetown. The Charlottetown office handles court matters in the Supreme Court in Charlottetown and the Provincial Courts located in Charlottetown, Georgetown and Souris. The Charlottetown office deals with other matters relating to the administration of prosecutions in the province. The Summerside branch office is responsible for Prince County court matters located in Summerside and Alberton.

Organization

The organization of the division is, as follows:

Director:	Barrie L. Grandy, Q.C., Charlottetown
Crown Attorneys:	Darrell E. Coombs, Charlottetown David P. O'Brien, Q.C., Summerside Valerie A. Moore, Charlottetown Gerald Quinn, Summerside Catherine Flanagan, Charlottetown John A. McMillan Charlottetown Terri A. MacPherson, Charlottetown
Adm. Assistant:	M. Paulette Neale, Charlottetown
Adm. Support Workers:	Wendy R. McKeeman, Charlottetown Michele Montgomery, Summerside Freda Woodside, Charlottetown

Caseload

Overview

The number of adult criminal charges laid in 1999 has continued to rise. On the other hand, the number of young offender charges has continued to fall.

Calendar Year	Adult	Young Offenders	Total
1994	3,383	905	4,288
1995	3,327	693	4,288
1996	3,391	1,062	4,453
1997	3,394	804	4,198
1998	4,428	729	5,157
1999	4,900	421	5,321

Provincial statutory offences are not included in the above-noted totals. In the fiscal year 1999-2000, the Crown Attorneys' Division dealt with 157 contested matters.

Alternative Measures

For the fiscal year 1999-2000, a total of 77 adults had criminal matters dealt with by way of alternative measures. During the same period, 124 youth criminal matters went by way of the alternative measures program. These figures are up slightly from the previous fiscal year.

Appeals

During the fiscal year 1999-2000, there were a total of 30 appeals involving the Crown Attorneys' office. The total consisted of nine Crown appeals, 19 defence appeals and two prisoner appeals. These figures remain relatively unchanged from the previous fiscal year.

Labour and Industrial Relations Division

Director: Barry M. Curley

The mandate of the division is to promote an environment of industrial peace and harmony by ensuring uninterrupted production of goods and services.

During the period April 1, 1999, to March 31, 2000, the Prince Edward Island labour force averaged 74,000. A total of 14,200 persons were unionized as of March 2000.

Labour Canada quotes major collective bargaining settlements reached in 1999, provided base-rate wage adjustments averaging 2.2 per cent annually over the contract term – an increase from 1.6 per cent in 1998. Wage adjustments averaged two per cent for public sector, an increase from 1.6 per cent in 1998, and 2.6 per cent for private sector, an increase from 1.8 per cent in 1998.

Statistics Canada shows Prince Edward Island average weekly earning industrial aggregate for March 2000, as $494.87 compared to $485.81 in March 1999. This represents an increase of 1.9 per cent.

During the reporting period, the minister appointed a conciliation officer for the following cases:

- Canadian Union of Public Employees Local 2523 and Atlantic Baptist Nursing Home – Settlement
- Charlottetown Police Association and City of Charlottetown – No settlement
- Canadian Union of Public Employees and Education Negotiating Committee – No settlement
- Communication, Energy and Paperworkers Union Local 167-P and Century Windows and Entrances – Settlement
- Canadian Union of Public Employees Local 3373 and Queens County Residential Services – Settlement
- United Association of Journeymen and Apprentices of Plumbing and Pipefitting Industry of US and Canada Local 721 and Association of Commercial and Industrial Contractors – No settlement
- Canadian Union of Public Employees Local 1870 and University of Prince Edward Island – Settlement
- United Food and Commercial Workers and ADL (West Royalty Ltd.) – Settlement

Employment Standards Branch

Director: Barry M. Curley
Chief Labour Standards Officer: Wayne S. MacKinnon

The mandate of the Employment Standards Branch is to administer the *Employment Standards Act*. The act establishes employee entitlements with respect to payment of wages, vacation pay, statutory holidays, notice of termination, minimum wage rates, overtime pay, and maternity and parental leave protection.

The branch, in carrying out its mandate, provides factual information to the public through telephone contact, office interviews, information seminars, routine inspections and distribution of departmental literature. Several information seminars were conducted throughout the province.

More than 6,000 pieces of information and legislation were printed and distributed. The new Employment Standards Guide has proven to be very useful to employers and employees. This information is available to the public through the Access PEI centres and at 31 Gordon Drive.

During the period April 1, 1999, to March 31, 2000, the branch was called upon to investigate 172 formal complaints, of which 65 resulted in the collection of monies – 11 judgements were entered and the amount involved was $10,992.42. The amount recovered from the judgments totalled $4,755.95. The branch acted on behalf of the Province of New Brunswick on two additional judgments through our reciprocal enforcement agreement and recovered $2,854.

The sum of monies recovered from the 65 formal complaints totalled $19,619.76.

The branch handled 6,588 inquiries and conducted 247 office interviews during the period April 1, 1999, to March 31, 2000. Changes to Employment Insurance legislation continue to have a significant effect on the workload of the branch.

Employment Standards Board

Chair: Ab Ferris
Vice Chair: George Cantelo

The primary role of the Employment Standards Board is to hear appeal presentations from employers or employees relevant to alleged violations of the *Employment Standards Act*. The board periodically makes recommendations to the Lieutenant Governor in Council on changes to the *Minimum Wage Order*.

During the fiscal year April 1, 1999, to March 31, 2000, the board met on eight occasions and dealt with 15 matters.

Members comprising the board are as follows: Wayne Vessey, June Glover and George Beck. Three new members were appointed in 1999: Mary Jane Hackett, Deborah Matthews and Glenda Burt.

In July 1999, the board recommended increases to the *Minimum Wage Order* which was approved and provided for Minimum Wage increases to $5.60 per hour effective January 1, 2000; $5.80 per hour effective January 1, 2001; and $6 per hour effective January 1, 2002.

Labour Relations Board

Chair: Robert MacArthur
Vice-Chair: (vacant)
Chief Executive Officer: Roy J. Doucette

Employer Representatives	Employee Representatives
Keith Warren	Judy Goodwin
Gerald Doyle	Ted Crockett
Brendon McGinn	Ray McBride
Brian Norrie	Elizabeth MacFadyen

The Labour Relations Board provides a quasi-judicial process to resolve applications that either management or labour may bring before it. The board attempts to provide a speedy resolution for all matters while, at the same time, trying to provide for and maintain harmonious labour relations in the province.

For the fiscal year 1999-2000, the board received 19 applications and all applications have been settled, withdrawn or determined.

The Labour Relations Board is located at the J. Elmer Blanchard Building, 31 Gordon Drive, Sherwood, PEI.

Prior to the reporting period, the council's former minister, the Honourable Mitchell Murphy, sought the council's recommendations on several labour/management issues and asked the council to solicit public opinion on the unproclaimed sections of Bill No. 64. The council considered these various issues and many of its recommendations were forwarded to the new minister, the Honourable Wes MacAleer. Public hearings on the unproclaimed sections of Bill No. 64 were held in October 1998. Concluding the report to the current minister, the Honourable Gail Shea, will be among the council's priorities in the upcoming year.

The council has sponsored a total of 31 Labour Management conferences on a variety of issues in the past, but no conferences were held during the reporting period.

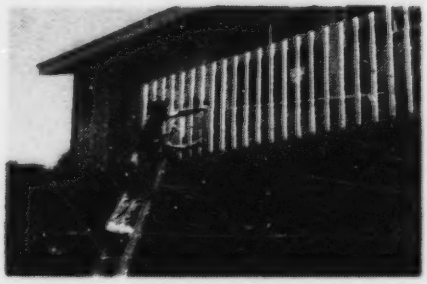
Industrial Relations Council

Chair: Marlene R. Clark

The Industrial Relations Council is a labour/management advisory body with a broad mandate, aimed at fostering good employer/employee relations in the province.

In addition to the neutral chair, the council is composed of eight members, equally representative of both employers and employees. Members of the council include: Sandy Clarke, Ted Crockett, Dave Darby, Helen Larkin, Aubrey MacDonald, Sandra MacLean, Sandra Pritchard and Francis Reid.

The council receives administrative and clerical assistance from employees of the Department of Community Services and Attorney General. During the reporting period of April 1, 1999, to March 31, 2000, the council was assisted by Roy Doucette.



Legal and Judicial Services Division

Director: Charles Thompson

The Legal and Judicial Services Division consists of three separate sections which provide a range of public services:

Legal Services Section

Director: Charles Thompson

This section provides legal services to government departments, commissions and agencies. Solicitors employed in the section are assigned to serve specific departments in order to provide a level of specialization. Legal opinions and advice were provided during the 1999-00 fiscal year on a wide range of matters.

Legal staff of the section represented government during this period on litigation before the various divisions of the Supreme Court of Prince Edward Island and the Supreme Court of Canada. The section also represented government before administrative tribunals and provided advice to others.

The Office of the Legislative Counsel is responsible for the preparation of all Prince Edward Island statutes and regulations. Staff also provide advice on the interpretation of statutes as well as respond to inquiries on the laws of the province.

Judicial Services Section

Registrar: Dorothy Kitson

This section is responsible for the operation and maintenance of the administrative structure that serves all of the courts in Prince Edward Island (as well as the provision of legal services to government departments).

During the 1999-2000 fiscal year, staff of the section worked with an objective to make the most effective and appropriate use of personnel and other resources to provide and manage comprehensive court services programs across the province.

Staff were deployed in court clerk and registrar services to the court, maintenance enforcement, court stenography, prothonotary work and general clerical services.

Support services to the courts consist of the following:

- general administration
- judicial administration
- court records
- docketing at the Supreme Court level
- stenographic, secretarial and court clerk
- financial records

Maintenance Enforcement Office

Director: Debbie Conway

The Maintenance Enforcement Program continued to work in enforcing child and spousal support payment collection under the relevant legislation. Staff in this area have developed their own automated system in cooperation with staff from Computer Support Services and are looking forward to receiving federal funding as a result of the Federal Child Support Initiative.

Sheriff's Office

Sheriff: Frank Driscoll

The Sheriff's Office provides sheriff services to the public, the courts and other government departments, including a document service, courthouse security and prisoner escort.

Legal Aid

Director: W. Kent Brown, Q.C.

Criminal and family legal aid services are provided under the Prince Edward Island Legal Aid Program. The program is administered under the general powers of the Office of the Attorney General. The scope of services covered by the program and financial eligibility for assistance are determined by government policy. Unlike most other provinces in Canada, Prince Edward Island does not have specific legal aid legislation.

The criminal legal aid services provided by the program are cost shared by Canada under a federal-provincial agreement implemented in 1973, and renewed from time to time since then.

Family legal aid is no longer funded directly by the Federal Government. Federal funding which was specifically directed toward civil legal aid in the past is now transferred to the provinces under the block funding provisions of the Canada Health and Social Transfer.

Objectives

The objective of the Criminal Legal Aid Program is to promote access to legal representation in the criminal trial process. Under the program, lawyers are made available to persons who would otherwise be unable to afford legal representation in serious criminal matters. As a minimum, legal aid will be provided in situations where a court applying the *Canadian Charter of Rights and Freedoms* would consider the assistance of counsel to be essential for a fair trial.

Eligibility

Eligibility for legal assistance is determined by a flexible means test. In this province, the test is conducted by staff lawyers who must weigh the seriousness of the legal proceedings and then consider whether the applicant's present means should be sufficient to actually obtain private counsel within the time required.

Number of Approved Applications

The following numbers of criminal and *Young Offenders Act* (YOA) cases were completed during the year. It should be noted that definitions of the term "case" and "application" may vary from province to province. Accordingly, readers are urged to use caution when basing interjurisdictional comparisons on cost and caseload statistics. An applicant may have several charges arising from one incident. Likewise, charges from several incidents are often dealt with by the court at one time. Files carried over from a previous year are recorded in the year in which the file is completed. This report records the number of approved applications. An approved application consists of all of the criminal charges facing the applicant at the time the file was opened as well as any additional charges for which assistance was approved within the following three-month period. Where an applicant is approved on a second or subsequent application beyond the three-month period, an additional application is recorded.

Program Statistics – Criminal Legal Aid

Adult and YOA – 1999/00

Number of approved applications completed and closed during the year	1,133
Files referred to private counsel on a legal aid basis	138
Cost of criminal legal aid service provided by private counsel	$57,436.37

Number of Approved Applications by Region

Charlottetown	542
Summerside	354
Alberton	66
Georgetown	119
Souris	52
Total	**1,133**

Family Legal Aid

The Family Legal Aid Program was established in 1980. The program is operated in conjunction with the Criminal Legal Aid Program which was established in 1973. Legal service for both programs is provided by a full-time staff of four lawyers and three secretaries.

Objectives

The objective of the Family Legal Aid Program is to provide legal aid coverage for the most urgent family situations and for other areas of law where the government is a party to a legal action against an individual. Included in this category are child welfare, adult protection, and matters under the *Mental Health Act*, where the legal aid applicant is faced with involuntary hospitalization or treatment.

Full legal aid services are not generally available for less urgent family situations where domestic violence or abuse is not an immediate concern. There is, however, a limited amount of service available under the Law Foundation Program for family cases that fall outside the regular legal aid program.

The Law Foundation Project

The Law Foundation Project is a special legal aid project that was started in 1996, following the reduction in coverage under the Legal Aid Program. The Law Foundation is a statutory organization established under provincial legislation to administer interest revenues paid by financial institutions on certain types of trust accounts maintained by private law firms. The promotion of legal aid is one of the specified objectives of the foundation.

The Law Foundation allocates an annual sum of money for legal aid purposes. The fund is administered jointly by the foundation and the Legal Aid Program. The legal services provided through the Law Foundation Project are delivered by private sector lawyers at legal aid tariff rates. The maximum assistance that may be authorized is 20 hours or $1,200 per case. The administrative and legal staff of the regular Legal Aid Program process the applications and accounts for the Law Foundation Project.

The strict funding limitation on cases, the limited operating budget, the private sector delivery system, and the special administrative arrangements, distinguish the Law Foundation project from the regular Legal Aid Program. The annual grant from the Law Foundation for this project fluctuates with interest rates and the performance of the economy. Initially, the grant was in the range of $50,000. More recently, the province has been supplementing the funding of the program to prevent interruptions in legal services due to budgetary shortfalls within the year.

In the past year 165 new applications were approved for funding under the Law Foundation Project compared with 101 for the previous year.

The Ross Report on Family Law Services

In the past year the province released a Report on Family Law Services by Norman Ross. The report recommends the enhancement and integration of existing family law services and the establishment of a cohesive family justice center. While legal aid was not the primary focus of the Ross Report, it highlights the number of government programs that provide related services in the area of family law. The province is currently exploring ways and means to implement the recommendations of the report.

The Charter of Rights

The *Charter of Rights* does not contain any specific reference to legal aid. However, the interpretation of the charter by the courts does play a significant role in determining the minimum levels of legal aid coverage that must be provided by government. The charter rights to security of the person, and the right to a fair trial, may require the provision of legal counsel in cases where the government institutes legal action against an individual or family. The extent of free legal assistance that must be provided depends on the seriousness of each case and the potential consequences if the individual is unrepresented. Family litigation by one parent or spouse against another is considered to be private legal action that does not engage charter rights to counsel.

Legal Aid in Other Provinces

All the provinces and territories of Canada participate in an informal reciprocal legal aid agreement. Under this agreement, residents of Prince Edward Island may obtain legal aid anywhere in Canada. A condition of inter-provincial coverage is that similar service must be available to non-residents in this province.

Number of New Files Opened

In addition to the 165 new certificates issued under the Law Foundation Program, 76 new family legal aid files were opened in 1999/00. The figure does not include telephone and office consultations where summary advice was given without any additional services.

The practice of family law differs from other areas of litigation in that the circumstances of the litigants may continue to change and bring about a need for ongoing legal assistance in the same matter. Consequently, a number of files are carried forward which means that the number of active files is always greater than the number of files opened for each year.

Program Statistics – Family Legal Aid

	1999/00
Number of New Applications Approved: *Note: The 165 Law Foundation applications approved for this period are not included in this total.*	76
Type of Service:	
Domestic and Other	36
Child Protection Cases	40
Regional Distribution of Service:	
Charlottetown	61
Summerside	15
Gender of Applicants:	
Male	29%
Female	71%
Fees and Disbursements Paid to Private Counsel *Note: Law Foundation Program expenditures ($85,477) are not included in this section.*	$37,387
Total Criminal and Family Legal Aid Expenditures *(Excluding Law Foundation)*	$609,841
Law Foundation Expenditures	85,477
Total Legal Aid Expenditures *(Including Law Foundation Program)*	$695,318

Planning and Inspection Services Division

Director: Albert MacDonald

Administration and Customer Services Branch

The Administration and Customer Services Branch plays an integral role within the division through the provision of technical services, information and assistance provided to a variety of licensed contractors, land surveyors and the general public involved with the acquisition of land and the development of property. The branch, staffed by a manager and six safety standards technicians, is also responsible for administrative, financial, personnel and support functions within the division.

To ensure improved service to the public, Administration and Customer Services' Branch staff work flexible hours between 8:00 am and 5:00 pm during the fall, winter and spring months. Traffic flow and client service has been high with an average weekly low of 1,000 during the fall and winter, to a high of 2,000 during the spring and summer months.

Cross training and improved computer technology has continued and has proven vital to improving efficiency and service delivery. Computer technology has been enhanced through the use of the GIS based Geolinc and MapInfo software as well as the use of the Oracle Financial.

During the past year, the branch assumed responsibility for the distribution of the 911 Emergency Response System signs for owners of approved properties in fire districts which fall within the Queens County region. Responsibility was also assumed for financial processing and control of signs distributed through various depots across the province and will be ongoing.

Provincial Planning Branch

The Provincial Planning Branch is staffed by the manager, two professional planners and two planning assistants. Receiving its primary mandates from the province's *Planning Act* and the *Lands Protection Act*, along with various government and ad hoc initiatives, the branch also continues as the designated policy centre within government for land use and development in Prince Edward Island.

During the past year, the Provincial Planning Branch continued to initiate strategies to assist its clients, both within and outside government, to achieve sustainable land-use development in the province. In addition to providing professional and technical advice and assistance to government departments and agencies, and participating in numerous interdepartmental committees, the branch was involved in:

- development of a management plan and a long-term regulatory regime for the Greenwich Special Planning Area;
- carrying out a consultation process on land-use issues in the Kensington area;
- formation of development control regulations for four special planning areas around the cities of Charlottetown and Summerside and the towns of Cornwall and Stratford;
- amendments to the *Lands Protection* Act; and
- a major review of the Planning Act Regulations, Coastal Area Regulations, and other regulations dealing with subdivision development.

Land Use Coordinating Committee

The Land Use Coordinating Committee was created in 1991, as the vehicle to ensure that land use and development policy is prepared with input from all departments with a land-use mandate. The departments and agencies represented on the committee are: Community Services and Attorney General, Technology and Environment, Agriculture and Forestry, Provincial Treasury, Fisheries and Tourism, and Transportation and Public Works.

During the report period, the committee continued to meet on a regular basis. Included in its activities were the development of provincially owned lands management policy and various recommendations on the Round Table on Resource Land Use and Stewardship.

Inspection Services Branch

The Inspection Services Branch is staffed by a manager, three chief officers, and 12 safety officers/inspectors responsible for the integrated delivery of regulatory programs in Fire Safety and Prevention, Building and Property Development, Boilers, Pressure Vessels and Plumbing Safety, in addition to Electrical, Elevator and Amusement Device Safety.

The branch has provided a number of training seminars for contractors over the past year on code and regulation requirements.

During the year, the chief elevator inspector and a senior electrical inspector received specialized training in the United States, and achieved Level 1 Basic Certification from the National Association of Amusement Ride Safety Officials as Amusement Ride Inspectors. Work continued with local amusement park owners to develop regulations which would reflect adoption of the Canadian Standards Association Safety Code for Amusement Rides.

Consultation continues with the Engineers' and Architects' Associations to address concerns identified in an earlier consultation related to their submission of a concept proposal for adoption of the National Building Code of Canada.

A breakdown of the various sections of the branch, with an account of their activities, follows:

Electrical and Elevator Inspection

The Electrical and Elevator Inspection Section is responsible for administration of the *Electrical Inspection Act*, the *Elevator and Lifts Act* and the *Lightning Rod Act*. The section is staffed by three senior electrical inspectors, each of whom is assigned responsibility of a particular area of the province, and a chief elevator inspector who will assume the principal responsibility for amusement device inspections when the act is proclaimed and regulations adopted.

The following statistics indicate the activity of the Electrical and Elevator Inspection Section during the year:

Permits, Inspections, Licenses and Fees	
Electrical installation permits issued	3,479
Power connection permits issued	2,078
New elevator installations	11
Annual elevator inspections	305
Electrical contractors licensed	225
Journeyman electricians (three-year license renewals)	0
Apprentice electricians licensed	49
Special electricians licenses	28
Lightning rod firm licenses	1
Lightning rod inspections	0
Fees collected	$263,212

Building and Development

This section, staffed by a chief officer and five property development officers, administers the *Planning Act* and Regulations, Roads Act Highway Access Regulations, Building Code Act Barrier Free Design Regulations and the Environmental Protection Act Sewage Disposal Regulations. These regulations provide minimum requirements for building and development, on-site sewage disposal, highway access, barrier-free design and the subdivision of land.

The property development officers administer the regulations from division headquarters in Charlottetown and the four Access PEI sites. They assist clients through the development approval process including consultation, site planning, site assessment and compliance with the regulations. The property development officers are responsible for processing applications for subdivisions containing five lots or less. The approval of larger subdivisions is the responsibility of the department's senior subdivision control officer in the Provincial Planning Branch.

During the year there were 76 contractors and 107 installers licenced and registered in PEI to install on-site sewage disposal systems.

1,374 applications were processed for development permits, septic system permits and access to arterial and seasonal highways. Of the total received, permits were approved for 1,342 structures, 1,018 septic systems and 32 entrance ways. Of the total number of applications received for structures, only nine were denied, representing 0.7 per cent of the total number of applications received. There was an increase of 88 building permits issued over the same period in 1998-1999, representing a 14.2 per cent increase.

The following table shows a breakdown in the percentages of development/building permits issued for various uses. The miscellaneous permits include additions, alterations, relocations, accessory buildings and structures.

Development/Building Permits By Use

Permit Type	Charlottetown	Montague/ Souris	Summerside/ O'Leary	Number of Permits	Percentage of Total
Residential Development	160	91	130	381	28.4 %
Mobile Homes	14	12	29	55	4.1%
Summer Cottages	80	44	84	208	15.5%
Rental Cottages	37	16	12	65	4.8%
Travel Trailers	5	4	10	19	1.4%
Industrial/Commercial Vehicles	11	18	16	45	3.3%
Private Garage/Storage Building	70	60	71	201	15.0%
Building Additions	59	66	103	228	16.7%
Agricultural Development	14	13	23	50	3.7%
Miscellaneous	14	24	52	90	6.7%
Total	**464**	**348**	**530**	**1,342**	**100%**

The following table shows permits issued and application fees received for building and sewage at the Access PEI sites throughout Prince Edward Island.

Permits and Fees 1999-2000

	Permits Issued		Fees Collected	
Location (Region)	**Building**	**Sewage**	**Building**	**Sewage**
Montague/Souris	348	278	Total fees all regions $106,046	Total fees all regions $92,814
Charlottetown	464	380		
Summerside/O'Leary	530	360		
Totals	1,342	1,018	$106,046	$92,814
Totals (All Areas)	**Total Permits 2,360**		**Total Fees $198,860**	

Subdivision Development

In the 1999-2000 fiscal year, a total of 871 subdivision applications were received and filed, resulting in the collection of $92,816 in subdivision application fees. Staff also considered 140 additional applications for site suitability assessments of existing lots. Final approval was granted for 564 of the subdivision applications, containing a total of 841 lots. The following list illustrates the use of lots created by the approvals:

Single family dwelling	405
Summer cottage	203
Commercial	23
Miscellaneous	210

Of the total received, seven applications were filed for record purposes only, representing mainly subdivision of land into parcels larger than 10 acres in area, and seven applications were denied. The remaining 153 applications were either approved in principle or held pending completion.

Land Identification Program

Under the Land Identification Program, the province may identify properties for non-development use. Identified properties are then protected from development for commercial or industrial use and may not be subdivided. They may, however, be used for forestry, wildlife, agriculture, recreation, and permanent or seasonal residences.

Parcels having an area of five acres or more, or shore frontage of 165 feet or more may be identified, and the program applies to the acquisition of land in two situations:

1. where land is being acquired by a person who is not a resident of Prince Edward Island, or by a corporation; or
2. where land owned by the province or an agency of the province is being sold.

Identification is automatic for all properties being sold by the province, unless determined otherwise by Executive Council. The role of planning staff is limited to making recommendations only in cases where it seems appropriate that provincially owned properties should not be identified. Staff also make recommendations on applications to amend existing land identification agreements. The number of all recommendations between April 1, 1999, and March 31, 2000 are listed below:

For properties being sold by the province	22
For amendments of existing land identification agreements	49

Acting upon a request by Executive Council, staff arranged meetings with interest groups to discuss the benefits and drawbacks of the Land Identification Program as a land-use management tool, and to gain recommendations from these groups for viable alternatives.

Information from this meeting formed part of a presentation on options for change which will be considered by council in the coming year.

Office of the Provincial Fire Marshal

The Office of the Provincial Fire Marshal is staffed by the fire marshal, the deputy fire marshal and a fire safety officer. The office administers the *Fire Prevention Act* and Regulations as well as National Fire Safety Codes and Standards.

The mandate of the office is to provide information, education and leadership to fire departments and various institutional, municipal and emergency service officials across the province to enhance their capabilities to protect citizens from the devastation of fire and related hazards.

The office's program delivery is divided into three areas of responsibility: Regional Services, which includes inspection of buildings, controlling building occupancies, the investigation of fires, and advisory services and enforcement assistance to local assistants; Technical Services, which involves review of plans, fire loss analysis, advisory and consultation on fire safety and regulations; and, Training and Education, which involves services to fire departments, the general public and occupational groups.

Cooperative efforts relative to reduction of losses from fire continue to be pursued with agencies and associations at the community, provincial and national levels including: Crime Stoppers PEI, Council of Canadian Fire Marshals and Fire Commissioners Canada, Canadian Coalition Against Insurance Fraud, Major Industrial Accidents Council of Canada, Canadian Gas Association, PEI Agricultural Chemical Spill Response Committee, Underwriters Laboratories of Canada, Canadian Petroleum Products Institute, PEI CO-OP, Canadian Fire Investigation School and the Critical Incident Stress Debriefing Team PEI.

The office has been pleased to continue providing technical and administrative support to the PEI Firefighters Training School where 130 firefighters benefited from training programs in the past year. The Office of the Fire Marshal also provides support to the PEI Firefighters Association.

The following is a statistical summary of various activities pertinent to the Office of the Provincial Fire Marshal:

Building inspections	192
Fire investigations	325
Building plans reviewed	265
Number of fires of incendiary nature (excluding vehicles)	37
Fire deaths	0
Fires recorded	325
Fires involving loss of more than $100,000	8
Fires involving loss of more than $1,000,000	3
Total property loss	$6,300,000

Important Note: The above fire loss records are approximate. The Insurance Crime Prevention Bureau has not filed a report covering this time period. We have attempted to address this situation with them, but have not yet received a satisfactory response.

Boilers, Pressure Vessels and Plumbing Branch

This branch, staffed by a chief inspector and five inspectors, administers the *Boilers and Pressure Vessels Act* and Regulations, as well as the *Power Engineers Act* and Regulations. Inherently, the primary objective is to ensure the protection of life and property where boilers, pressure vessels and liquefied petroleum gas are being used.

The branch also administers, under the *Environmental Protection Act*, a Code for Plumbing Services Regulations which adopts the Canadian Plumbing Code. Its aim is the protection of public health and safety in relation to plumbing installations in the province.

This program is administered on a full-time basis from the division office in Charlottetown and the Access PEI Summerside Site. Part-time office hours are provided at Access PEI Montague and Access PEI Souris.

Three inspectors have been cross-trained and conduct the final installation inspections of all on-site sewage disposal systems for compliance with the *Environmental Protection Act* Sewage Disposal Regulations, except those handled by the Building and Development Section's property development officer for the Access PEI sites in Kings County.

The Boiler, Pressure Vessel and Plumbing Branch provides the following services:

a) design review and registration for boilers, pressure vessels, pressure piping and fittings;
b) testing, inspection and issue of certificates for boilers and pressure vessels;
c) review and registration of welding procedures, and qualification testing of welders and brazers;
d) registering quality control manuals and licensing mechanical contractors;
e) approval and registration of plans for L.P. Gas systems, random inspection of consumer sites, plants and vehicles, and the issuance of repair orders;
f) examination, certification and licensing of personnel involved in the handling of propane gas including fabrication, installation and repair;
g) examination, certification and licensing of power engineers and registration of power plants;
h) review and issue plumbing permits, conduct inspections and testing of plumbing systems; and,
i) inspection of on-site sewage disposal system installations.

Boilers and Pressure Vessels Activity

Design Registration: Boilers, Pressure Vessels, Pressure Piping and Fittings	483
Inspection and Investigation: Boilers and Pressure Vessels	2,346
LP Gas Bulk Trucks, Plants, Consumer Sites, Pressure Tests and Reinspection	231
LP Gas Permits Issued	261
Accidents	0
Injuries Fatalities	0
Potential Hazards	223
LP Gas Certified Personnel: Bulk Plant Operator, Dispenser Operator, Tank Truck Operator, Domestic Gas Fitter, Cargo Line Operator and Industrial Gas Fitter	180
Examinations Conducted	58
Licensed Power Engineers: First Class, Second Class, Third Class, Fourth Class,	260
Refrigeration A and Refrigeration B	26
Examinations Conducted	79
Registered Plants Requiring Licensed Power Engineers	51
Welding/Brazing Procedures Certified	22
Welders/Brazers certified	136
Registered Mechanical Contractors	106
Plumbing Permit Activity Plumbing Permits Issued	1,035

Municipal Affairs Branch

Municipal Affairs continues to serve as the primary liaison regarding technical and administrative advice on matters for the province's municipal governments. This service is based on the provisions and application of the *Municipalities Act,* the *Charlottetown Area Municipalities Act* and the *City of Summerside Act.*

Municipal Affairs staff continues to be responsible for the administration of the Municipal Services Support Grant Program (MSGP). During recent years, the MSGP has been the subject of an extensive review. A committee, consisting of departmental staff and two representatives of the Federation of PEI Municipalities, presented the Minister of Community Services and Attorney General with a report outlining various options of distribution for municipal grants. This review was the basis for a major increase in funding to municipalities which presently provide police and/or street maintenance services.

The *Municipalities Act* provides for municipal formation and municipal boundary and status adjustments. Municipal formation continues to be an issue in areas where development initiatives are a concern to area residents. Staff has met with several community groups requesting municipal formation and has coordinated the process for municipal boundary changes.

The department has directed staff to undertake legislative reviews of the *City of Summerside Act, the Municipalities Act and the Charlottetown Area Municipalities Act.* These reviews, which are housekeeping in nature, will address the immediate concerns of all municipalities.

Staff continues to maintain a municipal filing system to record bylaws and correspondence resulting from municipal action. Additional information is available in a municipal directory, a municipal database, and a summary of municipal expenses and revenues.

Responding to requests for information from municipalities and other government departments continues to be a major function. In addition, the mandates of the Federation of PEI Municipalities and the Association of Municipal Administrators are supported; and staff attend meetings, workshops and information sessions of both organizations.

Official Plans and Bylaw Reviews

Twenty-seven municipalities in Prince Edward Island have adopted Official Plans and Zoning and Subdivision Control Bylaws, which enable their councils to make land-use decisions within their boundaries. Ministerial approval of these documents, or any amendment to them, is required under the *Planning Act* for the policies to become effective. A review, based on minimum standards, is conducted and a recommendation forwarded to the minister by department staff.

The department has overseen the approval of four new official plans and three new zoning bylaws during the fiscal year. A review and recommendation on approval for eight official plans and 25 zoning bylaw amendments were made to the minister.

Nine Official Plans and Zoning Bylaws are outstanding. It is expected that a number of these will be submitted within the next year. These submissions come as a result of an amendment to the *Planning Act* in 1989, which requires a review of the official plans on a five-year basis. Several communities have indicated that they are developing new documents.

Implementation of 911 Emergency Response System

Plans are being finalized for implementation of the province's 911 Emergency Response System (ERS), which is a joint venture between the province, Island Tel, the cities of Charlottetown and Summerside, and the RCMP, in May 2000. The objective is to provide a single-number call system for all emergency assistance in Prince Edward Island.

Three Public Safety Answering Points (PSAPs) will be established across the province to handle all incoming 911 calls. The Charlottetown Police Department will handle all 911 calls which originate from fixed-line telephones within the city's boundaries. The Summerside Police Department will similarly handle calls which originate from fixed-line telephones within that city's boundaries. All 911 calls which originate from fixed-line telephones outside the cities will be directed to the RCMP headquarters on University Avenue in Charlottetown. Calls to 911 from cellular telephones will be directed to PSAPs according to the location of the nearest cellular receiving tower. The PSAPs will be staffed continuously by professional, trained staff.

Three primary tasks have been identified to ensure that the new 911 ERS will be implemented in a timely and effective manner:

- to develop the technology and software to enable a 911 caller to be automatically connected to one of the PSAPs, which will in turn contact the appropriate emergency service provider;
- to assign a civic address, including a civic number, a street/road name, and a community name, to the approximately 65,000 improved properties (properties with a dwelling or structure on them) on the Island. Charlottetown and Summerside, as well as a number of incorporated municipalities, will assign civic addresses to their residences based on the existing house number/street name system. In rural areas, approximately 35,000 improved properties require civic addressing; and,
- the ongoing task of educating and informing the general public on how the 911 system works.

The total capital cost for the province's 911 ERS is $1.84 million. A contribution of $125,000 will come from the Federal/Provincial Infrastructure Program. A similar contribution from Island Tele will help offset the cost. Initial development capital disbursed by Island Tel, and ongoing operational costs for the system, will be offset by a monthly surcharge to all Island Tel telephone line subscribers.

Emergency Measures Organization

The function of PEI EMO is to coordinate the response of provincial government to peacetime emergencies and disasters. EMO is staffed by four full-time positions, and is complemented by numerous volunteers.

EMO's mission is to provide the province of Prince Edward Island with an emergency management system for the protection of persons, property and the environment in response to all emergencies and disasters.

The organization operates under authorization of the *Emergency Measures Act, Civil Defence Act* and the *Environmental Protection Act* and provides services in planning, exercising, education/ training, operations and public information for all levels of government, industry and the private sector. EMO participates when an emergency or disaster situation develops beyond the capacity of the local government, and administers special assistance programs authorized by government.

There are four levels of responsibility in emergency planning, beginning with the individual (organization, business, agency). If the emergency goes beyond the capacity of the individual, the next line of responsibility is local government (municipality) assisted by mutual aid. The province, when requested, assists local government by providing specialized resources and expertise to contain an emergency at its lowest level. If an emergency situation develops beyond the capacity of the local government and mutual aid, the province is the third level of responsibility, followed by the federal government through the auspices of Emergency Preparedness Canada.

Joint Emergency Preparedness Program (JEPP)

Through the Joint Emergency Preparedness Program (JEPP) the federal government provides financial contributions to the provinces for projects aimed at enhancing the national emergency response capability. The program envisages a series of cooperative ventures with appropriate contributions by all parties.

Utilizing this program, PEI EMO initiated and promoted the following projects through the past fiscal year.

JEPP # 48 Prince Edward Island Emergency Preparedness Program
Year two of a five-year program

JEPP # 51 Federal/Provincial Liaison Officer

Disaster Financial Assistance Arrangements (DFAA)

The DFAA is a federal program which complements provincial governments' resources in the event of disasters. The provincial government's resource is deemed to be $1 per capita. When this figure has been exceeded, the federal government enters into a shared program of costs, beginning at an equal share, and escalating to federal funding of 90 per cent of costs incurred, if necessary. This program does not cover damages to cottages, recreational property, or nonessential property such as fences or stored property. The objective is to ensure that essential requirements for life are available. It is not an insurance program.

Prince Edward Island has accessed this program twice in the last year. The first event was a major rain storm in September 1999 which resulted in a $1.2 million loss of infrastructure to the highway system. This was followed by a storm surge in January 2000 which caused widespread damage to private and public property. The province has paid out $500,000 dollars in compensation to date. This amount is expected to climb when all claims are processed.

It is anticipated that due to effects of climate change this province will be accessing this program in order to meet the financial impacts resulting from major storm events.

Climate Change – Sustainable Communities – Health Impacts

Recent meetings and studies indicate a need for concern regarding climate changes which are affecting our environment, health and communities. The federal government established the Secretariat for Climate Change under the Prime Minister's Office, and is addressing many climate change issues through Natural Resources and Health Canada.

The best preparation for adaptation to climate change is a reduction in current vulnerability. This can be accomplished by strengthening existing programs and capacity; monitoring, surveillance and early warning; and supporting long-term research. EMO will continue to meet the challenge of climate change through its participation in presentations, programs and studies.

It is advisable that an educational program to train the public about climate change and its impacts be initiated.

International Emergency Management Assistance Memorandum of Understanding (IEMAMOU)

The International Emergency Management Assistance Memorandum of Understanding is an agreement originally proposed following Resolution 23-5 resolved at the 23rd Annual Conference of New England Governors and Eastern Canadian Premiers. It is compliant with Article #2 J of the agreement between the Government of the United States and the Government of Canada on Comprehensive Emergency Planning and Management. This agreement is close to completion.

The agreement provides for the possibility of mutual assistance among the signatories in managing any emergency or disaster, when requested by the affected jurisdictions, whether arising from a natural disaster, technological hazard, man-made disaster or civil emergency.

Probable signatories on this agreement are the states of Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, and Connecticut and the provinces of Quebec, New Brunswick, Prince Edward Island, Nova Scotia, and Newfoundland and Labrador. Provision will be made for additional jurisdictions wishing to become party to this agreement at a later date. It is expected that this agreement will be ratified at the Twenty-fifth Annual Conference of New England Governors and Eastern Canadian Premiers to be held in July 2000.

Emergency Planning

Liaison continues with organizations, hospitals, arenas, manors, schools and industry to encourage emergency planning processes within their institution.

Municipal Emergency Planning

EMO continues to encourage the development of area emergency management agreements enabling a pooling of resources and management expertise to improve local emergency response. During the past year, assistance has been provided to Cornwall, Kensington, Wellington, O'Leary, Alberton, Summerside and Charlottetown in establishing emergency preparedness programs, which are in various stages. For instance, the city of Charlottetown has completed a Municipal Emergency Plan and is now focussing on training and exercising. The city of Summerside is in the process of gathering resources required for completion of their plan.

Health and Social Emergency Planning

In an emergency or disaster situation, evacuating individuals from their homes requires the cooperation and involvement of numerous government departments and volunteer agencies.

The Department of Health and Social Services, in conjunction with the health regions, is the lead government agency in an evacuation. Numerous meetings have been held between EMO and the department, and regional contacts have been appointed. Work is ongoing within the department and the regions in drafting an emergency plan for Health and Social Services.

Exercising

As in the past, EMO has received excellent response and cooperation from volunteers within our provincial plan. The key personnel within the provincial Emergency Operations Centres (EOC) have participated in tabletop training exercises and workshops during the past year which include:

- Provincial EOC tabletop exercises
- Island-wide volunteer workshop
- Federal/provincial exercises

Atlantic Baptist Nursing Home Exercise
An explosion of a propane truck refuelling at Atlantic Baptist Nursing Home was the scenario for a recent training exercise. The simulation included severe damage to one wing of the manor, as well as the adjacent seniors' unit, with numerous casualties and deaths.

The aim of the exercise was to test and evaluate existing emergency plans and operational procedures of the various agencies and facilities involved, as well as, exercising the communication capability between various agencies.

Kings County Eastern Kings Health Exercise
EMO assisted Eastern Kings Health with a field exercise in June simulating a local emergency scenario of an explosion with numerous casualties at the Colville Manor, with the Souris Hospital leading the exercise. Participating agencies included Eastern Kings Health Region, Souris Fire Department, EMO, Souris RCMP and Kings County ESM. The exercise was confined mainly to the accident site and the Souris Hospital. The overall plan involved a time frame for initial fanout, approach time, on-scene action, rescue, evacuation and treatment of victims.

The importance of having a command post positioned, an emergency site manager and proper communication was reinforced throughout the exercise as a focal point of coordination and control. These points were emphasized utilizing the Provincial Integrated Communications System.

It was determined that these exercises went well and were a valuable learning experience and training tool for all participants. The areas of improvement will form the basis for amendments and changes to the emergency plans of the various agencies involved.

Training

Volunteers are an integral part of the emergency measures team and assist Islanders in an emergency or disaster situation. Approximately 280 volunteers and emergency response personnel have received training over the past year through workshops, the Basic Emergency Preparedness Course or exercises.

Canadian Emergency Preparedness College
During the past year, the Canadian Emergency Preparedness College in Arnprior, Ontario, has trained approximately 14 PEI EMO volunteers and emergency response personnel in specialized emergency management courses, including Emergency Site Management, Emergency Public Information and Exercise Design.

Basic Emergency Preparedness Course
In an effort to increase emergency preparedness in Prince Edward Island, two Basic Emergency Preparedness courses (BEP) were presented during the past year, leading to a total of 15 BEP courses with approximately 450 candidates being trained. Representatives of municipal police departments, RCMP, hospitals and special-care facilities, amateur radio personnel, Emergency Operations Centre volunteers, fire department personnel, municipal council members, provincial and federal government departments and the Canadian Coast Guard received training.

Western School Board
At the request of the Western School Board, staff have participated in numerous emergency planning meetings which included various municipalities, volunteers and first responders. The Western School Board now has in place an extensive emergency preparedness program which has included training sessions.

An exercise in the spring of 2001, which will involve the Western School Board with a possible simulated evacuation, is being contemplated.

Municipal Training Sessions
A design for training sessions for municipal councils is underway. These sessions would emphasize the importance of having an emergency plan, and stress that the first level of responsibility falls under the municipal government. This training will be further enhanced upon completion of a municipal emergency plan.

Emergency Site Management Workshop
A four-hour workshop on orientation to Emergency Site Management has been designed and is being presented to numerous first responders involved in emergency preparedness, specifically fire departments. Modifications have been implemented and the workshop is delivered, on a semiannual basis, to the Atlantic Justice Institute (Police Academy) cadets before their on-the-job training.

Casualty Simulation Training
PEI EMO is fortunate to have a team of dedicated casualty simulators, trained in simulation methods, to assist in our exercises.

Operations

Island-wide Radio Communication Capability Between First Responders
The Provincial Integrated Communications System (PICS) project has enabled PEI to become the first province to provide all first responders, government departments and agencies involved in emergency preparedness with a compatible Island-wide emergency communications system. Training and exercising is ongoing to familiarize users.

Ground Search and Rescue
The first active team in ground search and rescue is available in the West Prince area. The RCMP has appointed a constable to be I/C (in charge) of the Provincial Search and Rescue Teams. The I/C is responsible for the process of recruiting additional team members for Queens and Kings County.

EMO has provided ongoing support for the ground search teams through radio communication equipment, additional radio batteries, thermos water/coffee drinking dispensers, training facilities and topographical maps, and will continue this support on an ad-hoc basis. The team has participated in ground search exercises throughout the past year.

Line Load Control
The Line Load Control (LLC) system was developed to identify telephone lines which could be deemed essential during emergencies, and to equip them with priority dial tone access should the telephone system be temporarily overloaded. To ensure priority access, Industry Canada and Emergency Telecommunications have developed an innovative new system to maintain LLC records on the Internet. All departmental emergency services officers have been contacted and have participated in LLC training.

All municipalities have also been contacted. The cities and towns will administer their own programs and EMO will administer all remaining municipalities, along with independent fire departments and ambulance services. This program is ongoing with annual amendments.

Year 2000 Emergency Operations
EMO worked closely with Emergency Preparedness Canada, The National Contingency Planning Group, The Provincial Y2K Transitional Management Team, municipal governments and the private sector, in preparation for the year 2000. A forum was provided for private industry to inform government on the state of their preparedness for computer systems roll-over, to assess the risk factor for the province, and to prepare contingency plans to offset any identified risks.

Confederation Bridge (Fixed Link to Prince Edward Island)
The Confederation Bridge has an operational emergency plan in place and has held exercises to test the capability of the key players involved in an emergency on the bridge. EMO continues to provide training to bridge personnel in the areas of Emergency Site Management.

Emergency Operations Centres
EOCs are physical facilities located in each county; where, in a state of emergency, executive decisions concerning emergency policies are made that result in resource coordination and emergency response. With the input and support of the EOC staff, training plans were put in place and successfully carried out over the past year.

Joint Coordination Centre
A Federal/Provincial Coordination Centre opened in Charlottetown in December 1999. This state-of-the-art facility is self sustainable with its own emergency backup generator and H-Vac system. The centre also houses the offices of Emergency Preparedness Canada and 911 Administration, a logistics section, a communications room and a public information area.

The communications room contains an MSAT (satellite telephone), the Provincial Integrated Communications System (trunk radio), amateur radio with both HF voice and data capabilities,

and VHF and UHF frequencies. These radios are operated by trained amateur radio operators during an emergency.

The Coordination Centre is utilized for training and providing participants a view of an emergency operations centre. The boardroom is used for meetings of government departments and agencies.

Transportation and Storage of Dangerous Goods Project

A project was initiated to monitor commercial vehicles entering the province to determine what dangerous goods were being transported into the province and where they would be delivered. The dangerous goods were inspected for proper placards, documentation for transportation and verification that the driver was trained in the transportation of dangerous goods.

The Employment Development Agency supported this project through Youth Employment, and EMO provided students to carry out the study at the Borden scales. The information gained is now available to any pertinent agency. Fire departments, for instance, can use the information to train personnel to respond to accidents involving the transport or storage of dangerous goods. The federal Department of Transport also reviews the data and does follow-up to major transport services and producers.

Public Awareness

Various Emergency Preparedness Sessions
EMO has presented Emergency Preparedness awareness sessions to various departments, agencies, volunteer groups, etc. These sessions range from what EMO is and does, to Emergency Site Management. These sessions are ongoing and will continue.

Emergency Preparedness Week (EP Week)
Emergency Preparedness Week is held in May and provides an opportunity for EMO to distribute information and set up displays encouraging emergency preparedness. During this year's EP Week, PEI EMO distributed magazines, posters, pamphlets and handouts to municipalities, first responder organizations, school boards, hospitals and volunteer organizations.

An open house was held at the new Joint Coordination Centre EPC/EMO with displays set up by EMO, Red Cross, the city of Charlottetown, 911 and EPC. The general public received a briefing which concentrated on the theme of EP Week and a tour of the facility.

Policy and Administration Division

Director: George Likely

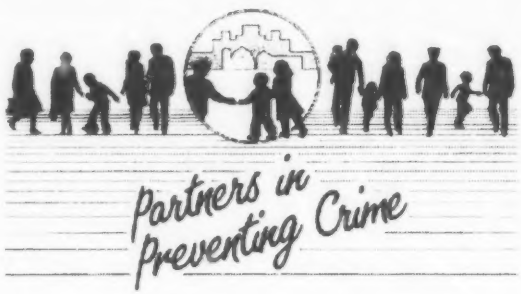
The Policy and Administration Division provides general management of the overall policy development and administrative function within the department. Division staff attend to the department's accounting and other financial needs, develop and maintain the hardware and software of the department's computer system, carry out the department's personnel transactions and manage various specialized programs and projects as the need arises.

Canada/PEI Infrastructure Works

The Canada/PEI Infrastructure Works program is a specialized federal/provincial grant program that was introduced in 1994 with the objective of creating jobs through the enhancement of community infrastructure across the province. A federal/provincial management committee supervises the program. Divisional staff are responsible for the day-to-day operational management of this program, and it has continued to be exceptionally popular with municipalities and community organizations. Over the past year, staff completed the task of monitoring progress and processing claims for approximately 70 individual community infrastructure projects in communities across the province.

Native Affairs Program

Another specialized program is that of Native Affairs. Ongoing staff involvement in this portfolio during the fiscal year included regular liaison with the Privy Council Office, Indian and Northern Affairs Canada, the various provincial and territorial departments responsible for Aboriginal matters across Canada and local and national Aboriginal organizations. Staff participated in regular tripartite discussions with federal officials and the Native Council of PEI on the constitutional issues of Aboriginal self-government.



Information Technology

The Policy and Administration Division's information technology staff provided extensive computer system support to all sectors of the department. Much of this work entailed system improvement and upgrading that flowed from the department's Information Technology Plan.

Justice and Corrections Policy Section

This section continued to provide advice, assistance with planning and policy development as well as the promotion of new initiatives and alternatives. As well, this section took a lead role in intergovernmental discussions and support in federal-provincial negotiations concerning corrections and selected justice matters.

The Justice Resource Service, while a small unit, emphasizes a community development approach in providing consultation, information sharing, coordination, promotion of networks and other support to justice officials and other government services as well as community organizations, particularly in regard to crime prevention, restorative justice, impaired driving, violence in society and youth-related concerns.

Administration

Administration staff provided the requisite financial and personnel management services to each division of the department.

These services included:

- preparation of the annual departmental budget
- budget control
- departmental accounting
- purchasing
- inventory control
- personnel transactions
- reporting

Management information services were also provided for the benefit of the entire department to ensure that operations were handled efficiently and cost-effectively.

The department's year-end financial statement is shown as follows:

Community Services and Attorney General
Financial Statement
Fiscal Year 1999-00

Division	Expenditures	Revenue
Community and Correctional Services	$10,583,900	$2,132,654
Consumer, Corporate and Insurance	1,018,400	10,508,818
Crown Attorneys	835,100	---------
Labour and Industrial Relations	671,800	88,613
Legal and Judicial Services	13,062,500	2,786,572
Planning and Inspection Services	4,584,500	1,270,268
Policy and Administration	1,928,300	18,236
Totals	**$32,684,500**	**$16,805,161**

Schedules

Prince Edward Island Municipalities

Cities

Charlottetown
Summerside

Towns

Alberton
Cornwall
Georgetown
Kensington
Montague
Souris
Stratford

Communities

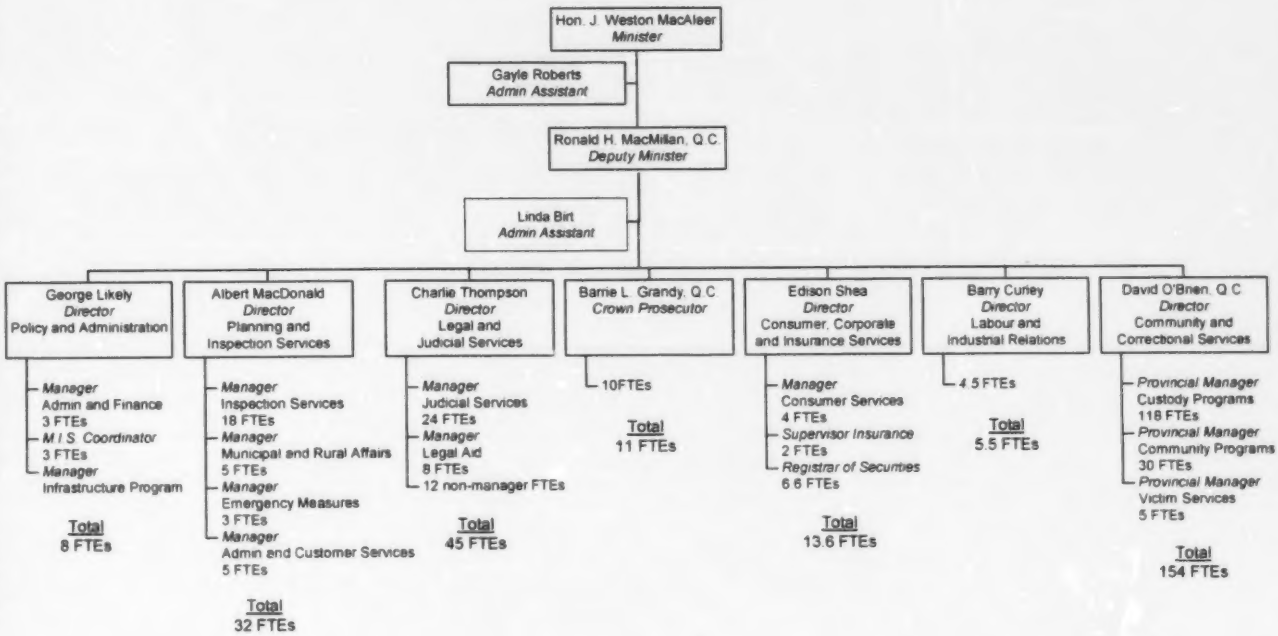
Abrams Village
Afton
Alexandra
Annandale-Little Pond-Howe Bay
Bedeque
Belfast
Borden-Carleton
Bonshaw
Brackley
Breadalbane
Brudenell
Cardigan
Central Bedeque
Central Kings
Clyde River
Crapaud
Darlington
Eastern Kings
Ellerslie-Bideford
Grand Tracadie
Greenmount-Montrose
Hampshire
Hazelbrook
Hunter River
Kingston
Kinkora
Lady Slipper
Linkletter
Lorne Valley
Lot 11 and Area
Lower Montague
Malpeque Bay
Meadowbank
Miltonvale Park
Miminegash
Miscouche
Morell
Mt. Stewart
Murray Harbour
Murray River
New Haven-Riverdale
Northport
North Rustico
North Shore
North Wiltshire
O'Leary
Pleasant Grove
Resort Municipality
Richmond
St. Felix
St. Louis
St. Nicholas
St. Peters Bay
Sherbrooke
Souris West
Tignish
Tignish Shore
Tyne Valley
Union Road
Valleyfield
Victoria
Warren Grove
Wellington
West River
Winsloe South
York

Acts Administered by the Department of Community Services and Attorney General

Acadian Purchase Trust Act
Affidavits Act
Age of Majority Act
Ancient Burial Grounds Act
Appeals Act
Apportionment Act
Arbitration Act
Assignment of Book Debts Act
Auctioneers Act
Bailable Proceedings Act
Bills of Sale Act
Blind Workers' Compensation Act
Boilers and Pressure Vessels Act
Bulk Sales Act
Business Practices Act
Canada-United Kingdom Judgments Recognition Act
Canadian Judgments (Enforcement) Act
Cemeteries Act
Charities Act
Charlottetown Area Municipalities Act
Child Status Act
Collection Agencies Act
Commorientes Act
Companies Act
Conditional Sales Act
Condominium Act
Consumer Protection Act
Consumer Reporting Act
Contributory Negligence Act
Controverted Elections (Provincial) Act
Co-operative Associations Act
Coroners Act
Corporation Securities Registration Act
Court Security Act
Credit Unions Act
Crown Proceedings Act
Custody Jurisdiction and Enforcement Act
Defamation Act
Dependants of a Deceased Person Relief Act
Designation of Beneficiaries under Benefit Plans Act
Direct Sellers Act
Electrical Inspection Act
Elevators and Lifts Act
Emergency Measures Act
Employment Standards Act
Escheats Act
Evidence Act
Factors Act
Family Law Act
Fatal Accidents Act
Films Act
Fire Prevention Act
Foreign Resident Corporations Act
Frauds on Creditors Act
Frustrated Contracts Act
Garage Keepers' Lien Act
Garnishee Act
Habeas Corpus Act
Human Rights Act
Insurance Act
Intercountry Adoption (Hague Convention) Act
International Commercial Arbitration Act
International Sale of Goods Act
International Trustees Act
Interpretation Act
Interprovincial Subpoena Act
Investigation of Titles Act
Judgment and Execution Act
Judicial Review Act
Jury Act
Labour Act
Landlord and Tenant Act
Prince Edward Island Lands Protection Act
Prince Edward Island Legal Profession Act
Licensing Act
Lightning Rod Act
Limited Partnerships Act
Maintenance Enforcement Act
Mechanics' Lien Act
Municipal Boundaries Act
Municipal Debenture Guarantee Act
Municipalities Act
Occupiers' Liability Act
Partnership Act
Pay Equity Act
Perpetuities Act

Planning Act
Police Act
Power Engineers Act
Powers of Attorney Act
Prearranged Funeral Services Act
Premium Tax Act
Private Investigators and Security Guards Act
Probate Act
Provincial Administrator of Estates Act
Provincial Building Code Act
Provincial Court Act
Public Trustee Act
Quieting Titles Act
Real Estate Trading Act
Real Property Act
Reciprocal Enforcement of Judgments Act
Reciprocal Enforcement of Maintenance Orders Act
Retail Business Holidays Act
Rural Community Fire Companies Act
Sale of Goods Act
Securities Act
Sheriffs Act
Statute of Frauds
Statute of Limitations
Store Hours Act
Summary Proceedings Act
City of Summerside Act
Supreme Court Act
Supreme Court Reporters Act
Survival of Actions Act
Time in Public Offices Act
Time Uniformity Act
Transboundary Pollution (Reciprocal Access) Act
Trespass to Property Act
Truck Operators' Remuneration Act
Trustee Act
Unclaimed Articles Act
Unconscionable Transactions Relief Act
Uniformity Commissioners Act
Variation of Trusts Act
Vendors and Purchasers Act
Victims of Crime Act
Victims of Family Violence Act
Volunteers Liability Act
Warehousemen's Lien Act
Winding-up Act
Young Offenders (PEI) Act
Youth Employment Act

Department of Community Services and Attorney General Organizational Chart



As of March 31, 2000